ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF PAGES 3

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER: 12/10/2012

2. CONTRACT NO. *(If any)*: EP-W-12-032

3. ORDER NO.: 6601

4. REQUISITION/REFERENCE NO.: PR-R6-12-00462

5. ISSUING OFFICE *(Address correspondence to)*:
SRRPOD
US Environmental Protection Agency
Ariel Rios Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

6. SHIP TO:

a. NAME OF CONSIGNEE: Region 6

b. STREET ADDRESS: US Environmental Protection Agency
1445 Ross Avenue
Suite 1200

c. CITY: Dallas

d. STATE: TX

e. ZIP CODE: 75202-2733

7. TO: DONNA TOEROEK

a. NAME OF CONTRACTOR: TOEROEK ASSOCIATES, INC.

b. COMPANY NAME:

c. STREET ADDRESS: 300 UNION BLVD.
SUITE 520
7208984101

d. CITY: LAKEWOOD

e. STATE: CO

f. ZIP CODE: 802281552

f. SHIP VIA:

8. TYPE OF ORDER

☐ a. PURCHASE
REFERENCE YOUR:

Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.

☒ b. DELIVERY

Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

9. ACCOUNTING AND APPROPRIATION DATA: See Schedule

10. REQUISITIONING OFFICE:

11. BUSINESS CLASSIFICATION *(Check appropriate box(es))*

☐ a. SMALL ☐ b. OTHER THAN SMALL ☐ c. DISADVANTAGED ☐ d. WOMEN-OWNED ☐ e. HUBZone

☐ f. SERVICE-DISABLED VETERAN-OWNED ☐ g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM ☐ h. EDWOSB

12. F.O.B. POINT: Destination

13. PLACE OF

a. INSPECTION: Destination

b. ACCEPTANCE: Destination

14. GOVERNMENT B/L NO.:

15. DELIVER TO F.O.B. POINT ON OR BEFORE *(Date)*:

16. DISCOUNT TERMS:

17. SCHEDULE ***(See reverse for Rejections)***

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 825211824 Task Order 6601 IR (Infrared) Flyover Project This Firm-Fixed-Priced Task Order is hereby initiated approving the contractor's Continued ...					

18. SHIPPING POINT:

19. GROSS SHIPPING WEIGHT:

20. INVOICE NO.:

17(h) TOTAL *(Cont. pages)*: $74,500.00

21. MAIL INVOICE TO:

a. NAME: RTP Finance Center

SEE BILLING INSTRUCTIONS ON REVERSE

b. STREET ADDRESS (or P.O. Box): US Environmental Protection Agency
RTP-Finance Center (D143-02)
109 TW Alexander Drive

17(i) GRAND TOTAL: $74,500.00

c. CITY: Durham

d. STATE: NC

e. ZIP CODE: 27711

22. UNITED STATES OF AMERICA BY *(Signature)*:

23. NAME *(Typed)*: Corey Kerzhner
TITLE: CONTRACTING/ORDERING OFFICER

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 347 (Rev. 2/2012)
Prescribed by GSA/FAR 48 CFR 53.213(f)

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
12/10/2012	EP-W-12-032	6601

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	proposal dated December 4, 2012 in the amount of $66,762. An additional 9 hours of flight time were agreed upon on December 7, 2012 for an additional $8,238.00 for a total task order amount of $75,000.00. Incremental funding in the amount of $74,500.00 is provided which the contractor is not authorized to exceed. All other terms and conditions remain in full force and effect. TOPO: Jeff Yurk Admin Office: SRRPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3805R Washington DC 20460 Period of Performance: 12/10/2012 to 03/31/2013 Task Order 6601 IR (Infrared) Flyover Project					
0001	Task Order 6601 IR (Infrared) Flyover Project Amount: $55,457.00 Accounting Info: 12-13-B-06M-501E50-2505-1206MAR104-001 BFY: 12 EFY: 13 Fund: B Budget Org: 06M Program (PRC): 501E50 Budget (BOC): 2505 DCN - Line ID: 1206MAR104-001 Funding Flag: Complete Funded: $55,457.00 Amount: $12,000.00 Accounting Info: 12-13-B-06M-402E90-2505-1206MAR104-002 BFY: 12 EFY: 13 Fund: B Budget Org: 06M Program (PRC): 402E90 Budget (BOC): 2505 DCN - Line ID: 1206MAR104-002 Funding Flag: Complete Continued ...				74,500.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $74,500.00

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
12/10/2012	EP-W-12-032	6601

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	Funded: $12,000.00 Amount: $7,043.00 Accounting Info: 12-13-B-06M-ZZZGF2-2505-1206MAR104-003 BFY: 12 EFY: 13 Fund: B Budget Org: 06M Program (PRC): ZZZGF2 Budget (BOC): 2505 DCN - Line ID: 1206MAR104-003 Funding Flag: Complete Funded: $7,043.00 The obligated amount of award: $74,500.00. The total for this award is					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $0.00

U. S. ENVIRONMENTAL PROTECTION AGENCY
Region 6, Dallas
IR Flyover Project
==========

CONTRACT NUMBER: _____
CONTRACT NAME: REPA 5
CONTRACTOR NAME: _____

PERFORMANCE WORK STATEMENT
TASK ORDER NUMBER: _____

September 25, 2012

I. TITLE IR(Infrared) Flyover Project

II. EPA CONTACTS

Contracting Officer's Representatives (COR)

CL-COR

FLORA GREENE
M/S 6PD-M
greene.flora@epa.gov
Work: (214) 665-8428
Fax: (214) 665-6762

TOCOR

Jeff Yurk
M/S 6EN-X
yurk.jeffrey@epa.gov
Work: (214) 665-8309
Fax: (214) 665-xxxx

III. Authorization

This Performance Work Statement (PWS) is in accordance with Task 6, Special Initiatives, Studies and Program Support of the REPA 4 Contract.

IV. Period of Performance

The period of performance for this work will be from the date of issuance through September 30, 2013.

V. Background

The EPA Region 6 RCRA enforcement program began risk-based targeting of facilities at which to conduct full or partial compliance inspections in 2006. In the Air and Water

programs, releases of contaminants to these media are directly reported to State and Federal Agencies and can be queried to assess facilities and sources which have the highest potential to pose harm to human health and the environment. For the RCRA Enforcement program, risk-based targeting is more difficult in that surrogates for potential RCRA source releases must be garnered from databases reporting contaminant releases to air, water, and land. For example, discharge to surface waters of RCRA regulated metals may help target upstream surface impoundments or multiple reported spills may indicate facilities with poor housekeeping. More recently, releases to air have been used to target water systems containing hazardous waste. One difficulty in the targeting effort is assessing the environmental impact of data gaps in the Federal and State contaminant release databases. RCRA Enforcement wants to resolve the question: are all releases being reported and/or are the releases being reported accurately?

IV. Objective/Purpose

The purpose of this work assignment is to evaluate the environmental impact of data gaps. To facilitate this process, work will be broken up by geographic units and/or facility type for data assessment and data measurement efforts. The outcome of this effort will be the identification of potential data gaps in State emissions inventories and the geo-location of all emissions sources in the selected study areas.

VI. Assumptions and Constraints

For the purpose of preparing this PWS, assume 40 hours of survey flight time which includes the time flying to and from the survey site (Task 1). Assume EPA will provide digital maps of areas and sources to fly over.

For deliverables, it is assumed that there will be a summary list of major emission sources recorded along with digitally recorded data from flyovers. See Section X., Schedule of Deliverables, for required delivery formats.

VII. Scope

Task 1: Gap Filling – Infrared Camera Flyover

Performance Requirements – Contractor will conduct an aerial infra-red camera survey of two or more areas within EPA Region 6 (to be determined by EPA) to identify potentially large emission sources for further investigation during inspections. The areas identified by EPA shall be surveyed and video recorded regardless of the presence or absence of hydrocarbon emissions. It is assumed that 40 hours of survey flight time will be required for this effort. The cost for standby time shall not exceed $400 per hour and the total standby time shall not exceed 10 percent of the Task Order. Standby time resulting from equipment malfunction or failure shall not be included as part of the cost of the Task order. Flight schedule, filing flight plans and any other procedures related to the operation of the helicopter shall be coordinated by the contractor. The survey information will be recorded to a digital data bank as it is being performed, and GPS coordinates of large emission sources discovered during the survey process will be recorded. The deliverables for this task will include a full digital bank, an edited version showing only the major emission sources from which GPS coordinates were recorded,

and a shape file showing major emission source locations. The following data shall be collected by the observation crew for all video recorded:

- Date and time when video was recorded,
- Any identification markings and a general description of the source in the video,
- Geographic coordinates in latitude and longitude decimal degrees (NAD83)
- Two digital camera still images showing a close-up view of the source in the video and a wider view of the source and surrounding area

If the observation crew identifies a hydrocarbon leak that may, in their collective experience, potentially pose a health of safety risk to persons or property in the vicinity of the leak, the observation crew shall notify the EPA Project manager by telephone as soon as reasonably possible as to the leaks location, time of observation and their assessment of the leak. The recorded IR video shall be transmitted to the EPA Project Manager as soon as reasonably possible after telephone notification. It is assumed that travel is not required by Contractor for this task.

Performance Standards – This task shall be completed and a full digital data bank, along with an edited version which shows only the major emission sources from which GPS coordinates were recorded. The outcome(s) will be a documentation of large emission sources and digital documentation of releases identifying potential sources for RCRA inspection targeting.

- **Complexity Level** – This is a moderately complex task requiring investigative and organizational skills, a familiarity with infrared camera technology, process engineering knowledge, GIS and database skills. A mix of labor categories is anticipated in order to complete this task.
- **Deliverable List** – Deliverables for Task1 include a full digital data bank, along with an edited version which shows only the major emission sources from which GPS coordinates were recorded and a shape file for a map showing locations of major emission source locations.

VIII. Performance Measures and Quality Assurance

Performance measures related to quality and timeliness of deliverables shall be proposed.

IX. Technical Direction

The TOCOR is authorized to provide technical direction, which clarifies the PWS, only. Technical direction must be within the scope of the contract and the TO. Technical direction should not make changes to the scope or increases/decreases the price of the task order. If the contractor receives such direction, he shall not proceed. The contractor shall immediately contact the CL-COR, Contracting Officer and Contract Specialist." The EPA Region 6 representative(s) shall issue technical direction in writing or confirm in writing within five (5) calendar days after verbal issuance. The CL-COR, CS and CO shall be made aware of verbal issuance, immediately.

Close coordination will be necessary with EPA at the beginning of the project in order to convey the intent of the project. Periodic conference calls are anticipated and interim results will be shared with all parties to ensure appropriate progress is being made.

X. Schedule of Deliverables

SUMMARY OF DELIVERABLES AND DUE DATES

Task	Deliverable	Due Date	Format
1	Full Digital Recording of Infrared flyover	**Within 60** days after task-approved funding	Electronic copy
1	Edited Digital Recording Highlighting major emission sources from Infrared flyover	**Within 75** days after task-approved funding	Electronic copy
1	Shape file of locations of Edited Digital recording	**Within 90** days after task-approved funding	Electronic copy

- Note: All days are calendar days unless otherwise specified.

EP-W-12-032 TASK ORDER 6601

Mod #	Reason For Modification	Award Date	Obligation	Total Amount
BASE		12/10/2012	$74,500.00	$74,500.00
006	Close Out	8/3/2016	$0.00	$0.00
005	Funding Only Action	3/25/2014	$500.00	$500.00
004	Other Administrative Action	9/5/2013	$0.00	$0.00
003	Other Administrative Action	5/8/2013	$0.00	$0.00
002	Other Administrative Action	2/5/2013	$0.00	$0.00
001	Change Order	1/16/2013	$0.00	$0.00
				$75,000.00

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF PAGES 2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER: 03/08/2013

2. CONTRACT NO. *(If any)*: EP-W-12-032

3. ORDER NO.: 6606

4. REQUISITION/REFERENCE NO.: PR-R6-13-00091

5. ISSUING OFFICE *(Address correspondence to)*:
SRRPOD
US Environmental Protection Agency
Ariel Rios Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

6. SHIP TO:

a. NAME OF CONSIGNEE: Region 6

b. STREET ADDRESS: US Environmental Protection Agency
1445 Ross Avenue
Suite 1200

c. CITY: Dallas

d. STATE: TX

e. ZIP CODE: 75202-2733

7. TO: DONNA TOEROEK

a. NAME OF CONTRACTOR: TOEROEK ASSOCIATES, INC.

b. COMPANY NAME:

c. STREET ADDRESS: 300 UNION BLVD.
SUITE 520
7208984101

d. CITY: LAKEWOOD

e. STATE: CO

f. ZIP CODE: 802281552

f. SHIP VIA:

8. TYPE OF ORDER

☐ a. PURCHASE
REFERENCE YOUR:

Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.

☒ b. DELIVERY

Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

9. ACCOUNTING AND APPROPRIATION DATA: See Schedule

10. REQUISITIONING OFFICE:

11. BUSINESS CLASSIFICATION *(Check appropriate box(es))*

☐ a. SMALL ☐ b. OTHER THAN SMALL ☐ c. DISADVANTAGED ☐ d. WOMEN-OWNED ☐ e. HUBZone

☐ f. SERVICE-DISABLED VETERAN-OWNED ☐ g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM ☐ h. EDWOSB

12. F.O.B. POINT: Destination

13. PLACE OF

a. INSPECTION: Destination

b. ACCEPTANCE: Destination

14. GOVERNMENT B/L NO.:

15. DELIVER TO F.O.B. POINT ON OR BEFORE *(Date)*:

16. DISCOUNT TERMS:

17. SCHEDULE ***(See reverse for Rejections)***

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 825211824 TO Request 6606 Review of EDB Remediation Sites - KAFB This Time-and-Materials Task Order is Continued ...					

18. SHIPPING POINT:

19. GROSS SHIPPING WEIGHT:

20. INVOICE NO.:

17(h) TOTAL *(Cont. pages)*: $44,763.41

21. MAIL INVOICE TO:

a. NAME: RTP Finance Center

SEE BILLING INSTRUCTIONS ON REVERSE

b. STREET ADDRESS (or P.O. Box): US Environmental Protection Agency
RTP-Finance Center
Mail Drop D143-02
109 TW Alexander Drive

c. CITY: Durham

d. STATE: NC

e. ZIP CODE: 27711

17(i) GRAND TOTAL: $44,763.41

22. UNITED STATES OF AMERICA BY *(Signature)*:

23. NAME *(Typed)*: Corey Kerzhner
TITLE: CONTRACTING/ORDERING OFFICER

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
03/08/2013	EP-W-12-032	6606

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	hereby initiated approving the contractor's proposal dated February 13, 2013 in the amount of $44,763.41. Full funding in the amount of $44,763.41 is provided which the contractor is not authorized to exceed. All other terms and conditions remain in full force and effect. TOPO: Flora Greene Admin Office: SRRPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3805R Washington DC 20460 Period of Performance: 03/08/2013 to 09/12/2013 TO Request 6606 Review of EDB Remediation Sites - KAFB					
0001	TO 6606 Review of EDB Remediation Sites - KAFB Accounting Info: 13-14-B-06J-303D99-2505---1306JFR001-0 01 BFY: 13 EFY: 14 Fund: B Budget Org: 06J Program (PRC): 303D99 Budget (BOC): 2505 DCN - Line ID: 1306JFR001-001 Funding Flag: Partial Funded: $44,763.41 The obligated amount of award: $44,763.41. The total for this award is shown in box 17(i).				44,763.41	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $44,763.41

Performance Work Statement
Review of EDB Remediation Sites

Region 6, Dallas, 1445 Ross Ave, Ste 1200. TX, 75202

==========

CONTRACT NUMBER: _____
CONTRACT NAME: REPA 5
CONTRACTOR NAME: _____
REGION 6 TASK ORDER NUMBER: 6606

January 16, 2013

I. Title Review of Ethylene Dibromide (EDB) Remediation Sites

II. Contract Officer Representatives

EPA Regional Project Officer

FLORA GREENE
M/S 6PD-M
greene.flora@epa.gov
Work: (214) 665-8428

EPA Task Order Contract Officer Representatives (TOCOR)

TARA HUBNER
M/S 6PD-F
hubner.tara@epa.gov
Work: (214) 665-7246

PAUL TORCOLETTI
M/S 6PD-F
torcolletti.paul@epa.gov
Work: (214) 665-6494

III. Authorization

This Performance Work Statement (PWS) is in accordance with Task 2.2 Field Sampling, of the REPA 5, Zone II Contract SOW.

IV. Period of Performance

The period of performance for this Task Order (TO) is from the date of Contracting Officer (CO) issuance through September 12, 2013.

V. Place of Performance

This TO will involve researching Superfund and non-Superfund sites in the U.S. where remediation of ethylene dibromide (EDB) contamination is occurring/has occurred. The contractor will prepare a report summarizing the background of the site, EDB concentrations in the vadose zone and groundwater, remediation technologies, effectiveness of the remediation technologies, costs for remediation (if available), cleanup status/results, and problems encountered for each site (limited to 4 sites). The TO will also include preparing and giving a presentation for the public in Albuquerque, NM.

VI. Background

In 1999, a leak of jet fuel (JP-8) was discovered in underground pipelines at the Kirtland Air Force Base (KAFB) Bulk Fuels Facility (BFF). Upon further investigation of soil and groundwater contamination, the spill was found to also include JP-4 and aviation gas. Aviation gas had been used in the fuel system prior to 1980; therefore, the leak occurred prior to 1980. Fuels have percolated down to the drinking water aquifer, 500 feet deep. The ethylene dibromide (EDB) plume extends the farthest, over 1 mile in length, but has not been fully delineated. The Air Force is currently performing RCRA Corrective Action of the fuel spill under KAFB's hazardous waste permit. KAFB is performing soil vapor extraction (SVE) to remove fuel vapors from the vadose zone below the source area and off of the fuel product on the water table.

Due to the size of the fuel spill and the threat to the Albuquerque water supply, there has been a lot of public interest in this site, especially from environmental groups. Some questions have been raised about whether SVE will remediate the EDB contamination and how long it may take to remediate using SVE. During this TO, the contractor will conduct research on Superfund and non-Superfund sites where EDB remediation is occurring or has occurred. If feasible, the contractor will focus their research on sites that are similar to the KAFB fuel spill (i.e. fuel spill, groundwater and vadose zone contamination, deep groundwater, light non-aqueous phase liquid present, etc.) The contractor will prepare a report summarizing the background of the site, EDB concentrations in the vadose zone and groundwater, remediation technologies, effectiveness of the remediation technologies, costs for remediation (if available), cleanup status/results, and problems encountered for each site (limited to 4 sites). The contractor will also prepare a powerpoint presentation and travel to Albuquerque, NM to present it to the public during a public meeting. The results of this TO may open up discussions on other approaches for remediation or it may alleviate some concerns and skepticism on the current approach for remediation of the KAFB BFF fuel spill.

VII. Objective/Purpose

The purpose of this PWS is to provide information to the public and stakeholders on examples of EDB remediation methods.

VIII. Assumptions and Constraints

- Research performed in Task 2 shall be limited to 300 labor hours;
- Research performed in Task 2 will not require travel;
- The report and presentation shall be limited to 4 sites;

IX. Scope

Task 01: Project Management

The contractor shall prepare and solicit bids from sub-contractors and vendors, identify and make arrangements for project staff as required, and perform other general project management duties under this task. This task is *not* intended to include tasks that would be associated with the general cost of doing business.

COMPLEXITY LEVEL: Moderately Complex
PERFORMANCE STANDARD: The contractor must identify and utilize personnel, subcontractors, and vendors with the requisite training, ability, and knowledge to perform the other tasks within this TO.

ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 1 will be the performance of staff, subcontractors and vendors to complete the other tasks within this TO.

Task 02: Research EDB Remediation Sites

A scoping meeting conference call will be held upon TO initiation prior to beginning research.

This task will include researching EDB remediation sites by searching the internet, contacting EPA regional offices and state agencies, and searching EPA and state agency files. After a preliminary search of EDB remediation sites, the contractor shall narrow down their research to 4 sites. As mentioned in Section VI-Background and Task 3-Report, the contractor shall acquire the following information about each site:

- Background information (i.e. location, site maps, source of EDB contamination, extent of contamination, size of spill, contaminated media, etc.);
- EDB concentrations in the contaminated media, in particular the vadose zone and groundwater;
- Remediation technology(ies) information;
- Effectiveness of remediation technology(ies);
- Costs of remediation technology(ies) (if available);
- Cleanup status/results; and
- Substantial problems encountered (if present) (i.e. something overlooked or missing that became an issue, problems with surrounding population, or any issues that stick out as something that could also occur with the KAFB fuel spill remediation).

If feasible, the contractor shall focus their research on sites that are similar to the KAFB fuel spill (i.e. fuel spill, groundwater and vadose zone contamination, deep groundwater, light non-aqueous phase liquid present, etc.).

As mentioned in Section VIII, this task shall be limited to 300 labor hours.

COMPLEXITY LEVEL: Moderately Complex
PERFORMANCE STANDARD: The contractor must provide staff that are competent in conducting the research that is required of this TO.
ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 2 will be successful research, obtaining the required information.

Task 03: Report

The contractor shall prepare a report summarizing the background of each site, EDB concentrations in the vadose zone and groundwater, remediation technologies, effectiveness of the remediation technologies, costs for remediation (if available), cleanup status/results, and problems encountered for each site (limited to 4 sites). The contractor shall submit a draft version to the TOCOR in electronic format within 90 calendar days of the scoping meeting conference call. The TOCOR will review the draft trip report and will either approve the report as is or provide comments on the draft report. The final trip report shall be submitted to the TOCOR in electronic and hard copy format within 14 calendar days of receipt of the TOCOR's approval of or comments on the draft report.

COMPLEXITY LEVEL: Moderately complex

PERFORMANCE STANDARD: The Report must be well organized, legible, clear, and contain all the required information compiled during the research as detailed in Task 2.
ACCEPTABLE LEVEL OF QUALITY: The source of measurements for Task 3 is conventions for standard written English (spelling, punctuation, usage, etc.) and technical writing. The report must conform to standard conventions and be professionally written.

Task 04: Presentation

The contractor shall prepare a slide-based presentation on the research findings to be presented at a public meeting in Albuquerque. The contractor shall provide the presentation slides in the draft and final trip report. The public meeting date is to be determined (TBD). The contractor may be required to answer questions concerning the research at the public meeting. The presentation shall be created to fit a time allotment of 20 minutes.

COMPLEXITY LEVEL: Moderately complex
PERFORMANCE STANDARD: The Presentation must be well organized and written for the public audience.
ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 4 will be an adequately prepared presentation meeting the requirements.

X. Performance Measures and Quality Assurance

Deliverables shall meet the schedule presented in the TO. Written deliverables shall reflect a good command of the English language, be well-organized, and free of grammatical errors, misspellings and incomplete sentences. As required, written deliverables shall also have high-quality professional graphics. Preparation and printing of materials shall be in accordance with GPO guidelines.

The contractor shall utilize staff with the appropriate level of education and work experience to meet the TO requirements. Specialized and/or expert staff must meet the minimum requirements as identified in the individual TOs. Contractor staff shall demonstrate a high level of professionalism.

XI. Technical Direction

Technical direction must be within the scope of the contract and the TO. Technical direction is instruction to the contractor that approves approaches, solutions, designs, or refinements; fills in details; completes the general description of work or documentation items; shifts emphasis among work areas or tasks; or provides similar guidance. It also includes evaluation of contractor performance and comments on deliverables. The TOCOR does not have the authority to issue technical direction which: requires additional work outside the scope, constitutes a change, causes an increase or decrease in the estimated cost, alters the period of performance, or changes any of the other terms or conditions of the contract or TO.

The CO is the only person authorized to make changes to the TO or contract. Any changes to the TO scope, period of performance or deliverable due dates must be approved by the CO in writing.

XII. Schedule of Deliverables

The duplication of more than 5,000 copies of a single page or 25,000 or more total impressions is considered "printing" and, therefore, prohibited. For more information on restrictions relating to deliverables, the Contractor is referred to the EPA Publication Management Guide (EPA-175-K-92-011).

SUMMARY OF DELIVERABLES AND DUE DATES

DELIVERABLES	TASK NO.	NO. OF COPIES*	DUE DATE
Report	Task 3	Draft report – electronic Final report – electronic and one (1) hard copy	Submit the draft report within 90 days of the scoping meeting conference call. Submit the final report within 14 days of receipt of TOCOR approval of or comments on the draft report.
Presentation	Task 4	Within the draft and final reports	Presentation slides are due at the same time as the report, to be provided along with the report. Public meeting presentation – TBD

* Electronic copies shall be in pdf format

EP-W-12-032 TASK ORDER 6606 MOD SUMMARY

Mod #	Reason For Modification	Award Date	Obligation	Total Amount
BASE		3/8/2013	$44,763.41	$44,763.41
002	Close Out	9/10/2014	($6,834.89)	($6,834.89)
001	Other Administrative Action	3/27/2013	$0.00	$0.00
				$37,928.52

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF PAGES 2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER: 11/13/2013

2. CONTRACT NO. *(If any)*: EP-W-12-032

3. ORDER NO.: 6608

4. REQUISITION/REFERENCE NO.: PR-R6-13-00322

5. ISSUING OFFICE *(Address correspondence to)*:
SRRPOD
US Environmental Protection Agency
Ariel Rios Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

6. SHIP TO:

a. NAME OF CONSIGNEE: Region 6

b. STREET ADDRESS: US Environmental Protection Agency
1445 Ross Avenue
Suite 1200

c. CITY: Dallas

d. STATE: TX

e. ZIP CODE: 75202-2733

7. TO: DONNA TOEROEK

a. NAME OF CONTRACTOR: TOEROEK ASSOCIATES, INC.

b. COMPANY NAME:

c. STREET ADDRESS: 300 UNION BLVD.
SUITE 520
7208984101

d. CITY: LAKEWOOD

e. STATE: CO

f. ZIP CODE: 802281552

f. SHIP VIA:

8. TYPE OF ORDER

☐ a. PURCHASE
REFERENCE YOUR:

Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.

☒ b. DELIVERY

Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

9. ACCOUNTING AND APPROPRIATION DATA: See Schedule

10. REQUISITIONING OFFICE:

11. BUSINESS CLASSIFICATION *(Check appropriate box(es))*

☒ a. SMALL ☐ b. OTHER THAN SMALL ☐ c. DISADVANTAGED ☐ d. WOMEN-OWNED ☐ e. HUBZone

☐ f. SERVICE-DISABLED VETERAN-OWNED ☐ g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM ☐ h. EDWOSB

12. F.O.B. POINT: Destination

13. PLACE OF

a. INSPECTION: Destination

b. ACCEPTANCE: Destination

14. GOVERNMENT B/L NO.:

15. DELIVER TO F.O.B. POINT ON OR BEFORE *(Date)*:

16. DISCOUNT TERMS:

17. SCHEDULE *(See reverse for Rejections)*

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 825211824 Task Order 6608 Kirtland Air Force Base Fuel Spill Modeling Meeting Facilitation This Time and Material Task Order is hereby initiated approving the contractor's Continued ...					

SEE BILLING INSTRUCTIONS ON REVERSE

18. SHIPPING POINT:

19. GROSS SHIPPING WEIGHT:

20. INVOICE NO.:

17(h) TOTAL *(Cont. pages)*: $24,063.10

21. MAIL INVOICE TO:

a. NAME: RTP Finance Center

b. STREET ADDRESS (or P.O. Box): US Environmental Protection Agency
RTP-Finance Center
Mail Drop D143-02
109 TW Alexander Drive

c. CITY: Durham

d. STATE: NC

e. ZIP CODE: 27711

17(i) GRAND TOTAL: $24,063.10

22. UNITED STATES OF AMERICA BY *(Signature)*:

23. NAME *(Typed)*: Derek Davis
TITLE: CONTRACTING/ORDERING OFFICER

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 347 (Rev. 2/2012)
Prescribed by GSA/FAR 48 CFR 53.213(f)

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
11/13/2013	EP-W-12-032	6608

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	proposal dated October 31, 2013 in the amount of $24,063.10. Funding in the amount of $24,063.10 is provided which the contractor is not authorized to exceed. All other terms and conditions remain unchanged and in full force and effect. TOPO: Tara Hubner Admin Office: SRRPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3805R Washington DC 20460 Period of Performance: 11/13/2013 to 09/12/2014					
0001	Kirtland Air Force Base Fuel Spill Modeling Meeting Facilitation Accounting Info: 13-14-B-06J-303D99-2505---1306JCR001-0 04 BFY: 13 EFY: 14 Fund: B Budget Org: 06J Program (PRC): 303D99 Budget (BOC): 2505 DCN - Line ID: 1306JCR001-004 Funding Flag: Partial Funded: $24,063.10 The obligated amount of award: $24,063.10. The total for this award is shown in box 17(i).				24,063.10	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $24,063.10

Performance Work Statement
Kirtland Air Force Base Fuel Spill Modeling Meeting Facilitation

Region 6, Dallas, 1445 Ross Ave, Ste 1200. TX, 75202

==========

CONTRACT NUMBER: _____
CONTRACT NAME: REPA 5
CONTRACTOR NAME: _____
REGION 6 TASK ORDER NUMBER: 6608

September 27, 2013

I. Title Kirtland Air Force Base Fuel Spill Modeling Meeting Facilitation

II. Contract Officer Representatives

EPA Regional Project Officer

FLORA GREENE
M/S 6PD-M
greene.flora@epa.gov
Work: (214) 665-8428

EPA Task Order Contract Officer Representative (TOCOR)

TARA HUBNER
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hubner.tara@epa.gov
Work: (214) 665-7246

EPA Task Order Contract Officer Representative (TOCOR)

PAUL TORCOLETTI
M/S 6PD-F
torcoletti.paul@epa.gov
Work: (214) 665-6494

EPA Task Order Contract Officer Representative (TOCOR)

SCOTT ELLINGER
M/S 6PD-C
torcoletti.paul@epa.gov
Work: (214) 665-8408

III. Authorization

This Performance Work Statement (PWS) is in accordance with Task 2.2 Field Sampling, of the REPA 5, Zone II Contract SOW.

IV. Period of Performance

The period of performance for this Task Order (TO) is from the date of Contracting Officer (CO) issuance through September 12, 2014.

V. Place of Performance

This task order will include the facilitation of up to five (5) meetings in Dallas, Tx, Albuquerque, NM, or Santa Fe, NM.

VI. Background

Kirtland Air Force Base (KAFB) occupies approximately 51,500 acres in southeast Albuquerque and is the sixth largest Air Force installation. In 1999, a leak of jet fuel (JP-8) was discovered in underground pipelines at the Bulk Fuels Facility at KAFB. Oversight of the investigation and cleanup was originally overseen by New Mexico Environment Department (NMED) Ground Water Quality Bureau under the Compliance and Enforcement Program which administers the New Mexico Water Quality Control Commission regulations – the fuel leak was originally viewed as a product release rather than an issue of hazardous waste. Upon further investigation of soil and groundwater contamination, the release was found to also contain JP-4 and aviation gas. Ethylene dibromide (EDB) is a component of aviation gas and is not found in jet fuel. Use of aviation gas in the fuel system terminated in approximately 1975; therefore, the leak started prior to that date. Fuels have percolated down to the drinking water aquifer, 500 feet deep. The dissolved phase plume contains typical petroleum constituents (e.g. benzene) and EDB. The EDB plume extends the farthest, more than 1 mile from the source area. NMED originally estimated the amount of fuel spilled to be 8 million gallons, but more recent NMED estimates are as high as 24 million gallons. Oversight of the fuel spill transferred to the NMED Hazardous Waste Bureau (HWB) in April 2010; the Air Force is now performing RCRA Corrective Action under KAFB's hazardous waste permit and the investigation is progressing faster. During 2011, KAFB installed 78 additional groundwater monitoring wells, but the EDB plume was not delineated to the northeast. In 2012, KAFB completed construction of 3 additional well clusters (9 wells total) to delineate the plume. EDB and other VOCs were not detected in samples collected from these new wells in November 2012. Since 2003, KAFB has used soil vapor extraction (SVE) as an interim measure to remove fuel from the vadose zone below the source area and the fuel product on the water table. KAFB recently constructed two large SVE extraction wells in the highest concentration areas and installed a new SVE treatment system to extract and treat higher volumes of soil vapor. This new system began operating in January 2013. KAFB prepared a plan to pump and treat the groundwater for LNAPL recovery. In December 2011, KAFB installed one recovery well so that pump tests could be performed to design an LNAPL containment system. However, because water levels have risen in response to reduced groundwater use by the City of Albuquerque, the LNAPL is now flooded and much of the LNAPL is presently submerged below the water table.

In November 2011, the NMED HWB, asked EPA Region 6 to develop a computer groundwater model and technical report on predicted (future) movement of EDB in southeast Albuquerque. NMED asked EPA to accomplish two modeling goals: (i) predict the concentrations of EDB that would be expected to reach production wells (i.e., wells operated by the Albuquerque-Bernalillo County Water Utility Authority (ABCWUA), the Veterans Affairs (VA), and KAFB assuming nothing was done to mitigate the problem, and; (ii) model a capture zone of proposed extraction wells associated with an LNAPL containment system. Region 6 developed the computer model during 2012-2013 consistent with EPA's quality assurance guidelines for modeling and standard modeling practices. During development, the model was reviewed by NMED, the R.S. Kerr Environmental Research Laboratory, and Schlumberger Water Services Inc. The model is based on hydraulic and contaminant data from the KAFB site investigation, existing hydrogeologic studies by the U.S. Geological Survey (USGS), city well pumping data provided by the ABCWUA, and pumping information from

the VA hospital. The computer model and a draft technical report have been completed. The computer model can be revised as new or additional data becomes available. On September 24, 2013, the EPA Region 6 groundwater modeler, Scott Ellinger performed a presentation on the model results in Albuquerque to the NMED, Air Force, Shaw/CB&I, U.S. Army Corps of Engineers (USACE), ABCWUA, and VA.

Groundwater models relating to the KAFB fuel spill and Albuquerque region are also being developed by Shaw/CB&I (for KAFB), CH2MHill (for ABCWUA), USACE, and the USGS. The Shaw/CB&I model results are expected to be submitted to NMED in November 2013. The CH2MHill model results are also expected this fall.

This task order involves the facilitation of up to five (5) meetings between the groups that are preparing groundwater models as described above. Due to potential differences in model types, parameters, and etc. between the groups, there is likelihood for conflicting model results. These meetings would serve as technical discussions to analyze the differences between the models and attempt to come to an agreement on what model should be used for the KAFB fuel spill corrective action.

An initial meeting will be held to establish the shared goals and mission of having the facilitated meetings. Potential discussions at the following meetings include model types, model parameters such as hydraulic conductivity, model boundaries, uncertainties and sensitivities, data gaps, and other topics that meeting attendees feel need to be addressed.

VII. Objective/Purpose

The purpose of this PWS is to provide a facilitator(s) at up to five (5) meetings between the EPA Region 6, NMED, Air Force their contractor Shaw/CB&I, ABCWUA and their contractor CH2MHill, USACE, USGS, and possibly other groundwater modeling experts or groups developing groundwater models relating to the Albuquerque region.

VIII. Assumptions and Constraints

- The meetings will be held in Dallas, TX, Albuquerque, NM, or Santa Fe, NM;
- The EPA and/or NMED will plan the meeting and prepare the agenda along with input from the other modeling groups;
- Assume that three (3) of the meetings will last one (1) full day and two (2) of the meetings will last two (2) full days;

IX. Scope

Task 01: Project Management

The contractor shall prepare and solicit bids from sub-contractors and vendors, identify and make arrangements for project staff as required, and perform other general project management duties under this task. This task is *not* intended to include tasks that would be associated with the general cost of doing business. A TO kickoff meeting shall be held after the TO is awarded. A scoping meeting with the EPA will also be held prior to each facilitated meeting, up to five (5) scoping meetings.

COMPLEXITY LEVEL: Moderately Complex

PERFORMANCE STANDARD: The contractor must identify and utilize personnel, subcontractors, and vendors with the requisite training, ability, and knowledge to perform the other tasks within this task order.
ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 1 will be the performance of staff, subcontractors and vendors to complete the other tasks within this task order.

Task 02: Meeting Facilitation

The contractor shall provide a facilitator(s) for up to five (5) meetings in either Albuquerque or Santa Fe, New Mexico. The facilitator(s) will serve as a neutral, third party to help guide the meeting attendees through an agenda that will be developed by the EPA and/or NMED with input from other modeling groups. In addition, the facilitator will have the following roles and responsibilities:

- Establish ground rules and norms at the beginning of the meeting
- Run through the objectives and agenda
- Keep the meeting on schedule and on topic based on the agenda
- Manage the process of the meeting and group dynamics
- Keep a log of parking lot issues and action items
- Keep notes on meeting discussions
- Make a list of meeting attendees
- Prepare type written meeting notes including attendee list

COMPLEXITY LEVEL: Moderately complex
PERFORMANCE STANDARD: The facilitator(s) shall maintain a neutral stance and have experience and training in meeting facilitation.
ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 2 will be the successful performance of meeting facilitation roles and responsibilities listed above.

X. Performance Measures and Quality Assurance

Deliverables shall meet the schedule and cost presented in the task order. Written deliverables shall reflect a good command of the English language, be well-organized, and free of grammatical errors, misspellings and incomplete sentences. As required, written deliverables shall also have high-quality professional graphics. Preparation and printing of materials shall be in accordance with GPO guidelines.

The contractor shall utilize staff with the appropriate level of education and work experience to meet the task order requirements. Contractor staff shall demonstrate a high level of professionalism.

XI. Technical Direction

Technical direction is instruction to the contractor that approves approaches, solutions, designs, or refinements; fills in details; completes the general description of work or documentation items; shifts emphasis among work areas or tasks; or provides similar guidance. It also includes evaluation of contractor performance and comments on deliverables. The TOCOR does not have the authority to issue technical direction which: requires additional work outside the scope, constitutes a change, causes an increase or decrease in the estimated cost, alters the period of performance, or changes any of the other terms or conditions of the contract or TO.

The CO is the only person authorized to make changes to the TO or contract. Any changes to the TO scope, period of performance or deliverable due dates must be approved by the CO in writing.

XII. Schedule of Deliverables

The duplication of more than 5,000 copies of a single page or 25,000 or more total impressions is considered "printing" and, therefore, prohibited. For more information on restrictions relating to deliverables, the Contractor is referred to the EPA Publication Management Guide (EPA-175-K-92-011).

SUMMARY OF DELIVERABLES AND DUE DATES

DELIVERABLES	TASK NO.	NO. OF COPIES*	DUE DATE*
Meeting Notes	Task 2	Electronic	Submit meeting notes including attendee list within 14 days of the meeting.

EP-W-12-032 TASK ORDER6608

Mod #	Reason For Modification	Award Date	Obligation	Total Amount
BASE		11/13/2013	$24,063.10	$24,063.10
002	Close Out	5/4/2016	($10,249.36)	($10,249.36)
001	Other Administrative Action	1/28/2014	$0.00	$0.00
				$13,813.74

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF PAGES 3

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER: 09/30/2013

2. CONTRACT NO. *(If any)*: EP-W-12-032

3. ORDER NO.: 6609

4. REQUISITION/REFERENCE NO.: See Schedule

5. ISSUING OFFICE *(Address correspondence to)*:
SRRPOD
US Environmental Protection Agency
Ariel Rios Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

6. SHIP TO:

a. NAME OF CONSIGNEE: Region 6

b. STREET ADDRESS: US Environmental Protection Agency
1445 Ross Avenue
Suite 1200

c. CITY: Dallas

d. STATE: TX

e. ZIP CODE: 75202-2733

7. TO: DONNA TOEROEK

a. NAME OF CONTRACTOR: TOEROEK ASSOCIATES, INC.

b. COMPANY NAME:

c. STREET ADDRESS: 300 UNION BLVD.
SUITE 520
7208984101

d. CITY: LAKEWOOD

e. STATE: CO

f. ZIP CODE: 802281552

f. SHIP VIA:

8. TYPE OF ORDER

☐ a. PURCHASE
REFERENCE YOUR:

Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.

☒ b. DELIVERY

Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

9. ACCOUNTING AND APPROPRIATION DATA: See Schedule

10. REQUISITIONING OFFICE:

11. BUSINESS CLASSIFICATION *(Check appropriate box(es))*

☒ a. SMALL ☐ b. OTHER THAN SMALL ☐ c. DISADVANTAGED ☐ d. WOMEN-OWNED ☐ e. HUBZone

☐ f. SERVICE-DISABLED VETERAN-OWNED ☐ g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM ☐ h. EDWOSB

12. F.O.B. POINT: Destination

13. PLACE OF

a. INSPECTION: Destination

b. ACCEPTANCE: Destination

14. GOVERNMENT B/L NO.:

15. DELIVER TO F.O.B. POINT ON OR BEFORE *(Date)*:

16. DISCOUNT TERMS:

17. SCHEDULE ***(See reverse for Rejections)***

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 825211824 6609 Sampling & Analysis Support, Gregg County Refining This Time-and-Material Task Order is hereby initiated approving the contractor's Continued ...					

18. SHIPPING POINT:

19. GROSS SHIPPING WEIGHT:

20. INVOICE NO.:

17(h) TOTAL *(Cont. pages)*:

21. MAIL INVOICE TO:

a. NAME: RTP Finance Center

$122,183.73

SEE BILLING INSTRUCTIONS ON REVERSE

b. STREET ADDRESS (or P.O. Box): US Environmental Protection Agency
RTP-Finance Center
Mail Drop D143-02
109 TW Alexander Drive

17(i) GRAND TOTAL:

$122,183.73

c. CITY: Durham

d. STATE: NC

e. ZIP CODE: 27711

22. UNITED STATES OF AMERICA BY *(Signature)*:

23. NAME *(Typed)*: Derek Davis
TITLE: CONTRACTING/ORDERING OFFICER

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
09/30/2013	EP-W-12-032	6609

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	proposal dated September 11, 2013 in the amount of $122,183.73. Full funding in the amount of $122,183.73 is provided which the contractor is not authorized to exceed. All other terms and conditions remain in full force and effect. TOPO: Tara Hubner Admin Office: SRRPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3805R Washington DC 20460 Period of Performance: 09/30/2013 to 09/12/2014					
0001	Task Order 6609, Sampling & Analysis Support, Gregg County Refining Requisition No: PR-R6-13-00267, PR-R6-13-00285, PR-R6-13-00323 Accounting Info: 13-14-B-06J-303D99-2505---1306JMR001-0 01 BFY: 13 EFY: 14 Fund: B Budget Org: 06J Program (PRC): 303D99 Budget (BOC): 2505 DCN - Line ID: 1306JMR001-001 Funding Flag: Partial Funded: $90,000.00 Accounting Info: 13-14-B-06J-302DA1-2505---1306JFR003-0 01 BFY: 13 EFY: 14 Fund: B Budget Org: 06J Program (PRC): 302DA1 Budget (BOC): 2505 DCN - Line ID: 1306JFR003-001 Funding Flag: Partial Funded: $25,723.00 Accounting Info: 13-14-B-06J-303D99-2505---1306JFR004-0 02 BFY: 13 EFY: 14 Fund: B Budget Org: 06J Program (PRC): 303D99 Budget (BOC): 2505 DCN - Line ID: 1306JFR004-002 Continued ...				122,183.73	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $122,183.73

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
09/30/2013	EP-W-12-032	6609

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	Funding Flag: Partial Funded: $6,460.73 The obligated amount of award: $122,183.73. The total for this award is shown in box 17(i).					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $0.00

Performance Work Statement
Sampling and Analysis Support at Gregg County Refining

Region 6, Dallas, 1445 Ross Ave, Ste 1200. TX, 75202

==========

CONTRACT NUMBER: EP-W-12-032
CONTRACT NAME: REPA 5
CONTRACTOR NAME: TOEROEK ASSOCIATES
REGION 6 TASK ORDER NUMBER: 6609

Amended December 12,~~November 26,~~ 2013

I. **Title** **Sampling and Analysis Support at Gregg County Refining**

II. **Contract Officer Representatives**

EPA Regional Project Officer

FLORA GREENE
M/S 6PD-M
greene.flora@epa.gov
Work: (214) 665-8428

EPA Task Order Contract Officer Representative (TOCOR)

Tara Hubner
M/S 6PD-F
hubner.tara@epa.gov
Work: (214) 665-7246

EPA Alternate TOCOR

Rich Mayer
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mayer.richard@epa.gov
Work: (214) 665-7442

EPA Alternate TOCOR

Wendy Jacques
M/S 6PD-F
jacques.wendy@epa.gov
Work: (214) 665-7263

III. **Authorization**

This Performance Work Statement (PWS) is in accordance with Task 2.2 Field Sampling, of the REPA 5, Zone II Contract SOW.

IV. **Period of Performance**

The period of performance for this Task Order (TO) is from the date of Contracting Officer (CO) issuance through September 12, 2014.

V. Place of Performance

This task order will involve sampling and analysis support at Gregg County Refining in Longview, Texas.

VI. Background

Gregg County Refining is located in the western portion of Longview, Texas at 601 Premier Rd. The facility consists of a 34.5-acre tract in an industrial/residential area. The refinery was constructed in 1939 by Premier Oil Company. Ownership of the facility has changed several times since 1939. Longview Refining Associates (LRA) terminated operations in August 1992 and, since then, the facility has been inactive. In July 1999, LRA filed Chapter 11 bankruptcy. The City of Longview, Pine Tree Independent School District, and Gregg County jointly acquired the property for back taxes owed by LRA. In September 2006, Gregg County Refining purchased the property. In the same year, Gregg County Refining self financed the sale of the facility to Lazarus Texas Refining II (Lazarus). Once Lazarus was put under Administrative Order by EPA Region 6 and realized the extent of contamination at the facility, they defaulted on the loan and Gregg County Refining again took ownership of the property in 2011.

Previous activity at the facility has included the following:

- In 1993, LRA submitted a Bioremediation work plan to the Texas Natural Resource Conservation Commission (TNRCC), now the TCEQ, for cleanup of historical spills; however, there is no documentation that the plan was implemented.
- An Administrative Order was issued in March 1995 by TNRCC requiring a release assessment, cleanup, and closure of solid waste management units (SWMUs); however, according to TCEQ, LRA did not comply with the Order.
- In 1996, a release occurred of diesel range hydrocarbons from the facility to a nearby creek. State-lead Emergency Response action was taken.
- TNRCC conducted a site screening investigation in 2001. Groundwater contamination was confirmed (organic chemicals and heavy metals). Also contamination was confirmed in soil and sediment from onsite surface impoundments and other source areas (e.g. tank storage areas).
- In June 2001, LRA filed a spill report of light phase hydrocarbon from a desalting unit. Numerous leaking containers were identified. EPA-lead Emergency Response action was taken.
- In April 2005, a TCEQ inspection identified new releases and numerous waste containers (K-Listed hazardous wastes, corrosives, and ignitables). A fence was installed by Gregg County to prevent intrusion.
- In May 2006, 100 drums of hazardous waste were removed during an EPA-lead Emergency Response action.
- In January 2007, an inspection was completed by the EPA with the following summary:
    - The inspection conducted on January 23, 2007 visually confirmed concerns regarding soil contamination around at least one tank (#23) and loading/unloading areas. Additionally, the potential was observed for off-site contamination from outfalls near the impoundments.

- Although numerous Emergency Response Actions have taken place at the site, the purpose of those actions was to remedy immediate threats to human health (i.e. leaking tanks, vandalized containers, etc.). The actions did not clean up existing soil and groundwater contamination. Additionally, the actions did not address materials stored in tanks that were not leaking at the time the actions were taken.
- During an exit meeting, the inspection team explained that additional data (soil, groundwater, and surface water) will need to be collected in order to make the GPRA environmental indicator determinations. Additionally, it appears that corrective action will be needed to remedy soil contamination onsite that exceeds industrial soil cleanup standards. The materials in tanks and containers will need to be characterized and disposed of.
- Following the inspection, the owner forwarded an electronic copy of the Phase I environmental site assessment to the inspectors. Some concerns were raised in the assessment and a recommendation was made to conduct a more in-depth assessment, including additional sampling.

- In June, 2008 Booz Allen was contracted by EPA to conduct sampling downgradient of the facility to determine if contamination from the facility has migrated offsite. The following conclusions were made:

  Several hazardous constituents were identified downgradient of the facility. The following six constituents were identified in soil, sediment, and/ or surface water samples collected from downgradient locations at concentrations that exceed the applicable screening levels: benzo(a)pyrene, arsenic, aluminum, iron, manganese, and lead. Chloroform was also detected in a groundwater sample collected from a downgradient location at a concentration that exceeds the applicable screening level.

Historically, the EPA has used contractors under the REPA contract for sampling support at RCRA facilities in Region 6. The support activities have included sampling, sample analysis, groundwater monitoring well installation, and waste disposal. This PWS will require the contractor to perform all of the above mentioned activities.

VII. Objective/Purpose

The purpose of this PWS is to provide sampling and analysis support at Gregg County Refining in Longview, Texas.

VIII. Assumptions and Constraints

- The EPA will obtain an access agreement to the facility;
- The QAPP and Trip Report will require one (1) revision;
- EPA Houston Lab will analyze the samples;
- The EPA TOCOR or Alternate TOCOR will determine the sampling and groundwater monitoring well/soil boring installation locations. If overhead or underground utilities or any other obstructions are discovered which prevent a proposed sampling or installation location, the EPA TOCOR or Alternate TOCOR may determine an alternate location;

- The contractor will be responsible for providing containers to store investigation derived waste (IDW), moving IDW to chosen staging areas, proper labeling of IDW containers, characterization of IDW, and disposal of IDW;
- Assume IDW is non-hazardous;
- Assume that groundwater sample analytical results will be used to characterize purge/development water waste;
- The facility will require clearing/mowing;
- Utility clearance/geophysical survey will be required at monitoring well installation locations due to the high chance of underground pipes;
- Data validation and verification will be required; and
- See Section IX for more assumptions.

IX. Scope

Task 01: Project Management

The contractor shall prepare and solicit bids from sub-contractors and vendors, identify and make arrangements for project staff as required, and perform other general project management duties under this task. This task is *not* intended to include tasks that would be associated with the general cost of doing business.

COMPLEXITY LEVEL: Moderately Complex
PERFORMANCE STANDARD: The contractor must identify and utilize personnel, subcontractors, and vendors with the requisite training, ability, and knowledge to perform the other tasks within this task order.
ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 1 will be the performance of staff, subcontractors and vendors to complete the other tasks within this task order.

Task 02: Site Reconnaissance Visit

Upon award of the TO, the contractor shall have a TO kickoff call with the EPA. The EPA TOCOR and contractor shall set up a one (1) day site reconnaissance visit to the facility.

The contractor shall prepare a Health and Safety Plan (HASP) for the site visit that addresses the hazards that may be encountered at the abandoned refinery.

During the site visit, the EPA and contractor shall identify the existing groundwater monitoring wells, visit the proposed groundwater monitoring well locations and sediment sampling locations, determine the surface soil sampling locations, alter the proposed well and sampling locations if needed, determine the level and extent of mowing/clearing needed, and determine a staging location for IDW. The contractor shall document the site visit with photographs and logbook notes. The site visit documentation shall be included in the trip report.

COMPLEXITY LEVEL: Less Complex
PERFORMANCE STANDARD: The contractor shall be adequately prepared before going into the field including but not limited to: appropriate field staff with required training and knowledge and appropriate field equipment (personal protective equipment, site maps, camera, logbook, etc.). The contractor shall use detailed logbooks and photographs to support observations and activities in the field.

ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 2 will be the performance of staff to complete the task.

Task 03: Preparation of Combined Quality Assurance Project Plan (QAPP) and Field Sampling and Analysis Plan and Health and Safety Plan

Following the site visit, the contractor shall have a project planning conference call with the EPA to discuss the findings of the site visit and any technical issues prior to QAPP preparation.

The contractor shall prepare a site-specific combined QAPP and Field Sampling and Analysis Plan following the Uniform Federal Policy (UFP) for implementing Environmental Quality Systems. The UFP-QAPP shall address the remaining tasks required for this project. The contractor shall prepare the UFP-QAPP to present the overall project description, project organization, responsibilities, and objectives associated with the sampling and analysis to be conducted. The contractor shall provide a very detailed description of how they plan to install the groundwater monitoring wells, i.e. type of rig to be used, size of augers, filter pack grain size, etc. The UFP-QAPP shall comply with all quality assurance requirements. The UFP-QAPP shall include a clear description of data verification and validation plans and procedures. The contractor shall be prepared to make one (1) revision to the UFP-QAPP as necessary.

The contractor shall also prepare a Health and Safety Plan (HASP) regarding the field work to be performed in the following tasks, taking into account the type of samples to be collected and the nature of the working conditions. The HASP shall address all applicable regulatory requirements; discuss personnel responsibilities, personal protective equipment, health and safety procedures and protocols, decontamination procedures, personnel training, and type and extent of medical surveillance. The HASP shall identify potential problems or hazards (known and unknown) that may be encountered and how these are to be addressed.

The draft UFP-QAPP shall be submitted to the TOCOR electronically at least 21 calendar days prior to beginning field activities. The TOCOR will review the draft QAPP and either approve the QAPP as is or provide comments on the draft QAPP. The final QAPP with signatures and the HASP shall be submitted to the TOCOR in electronic and hard copy format at least 7 calendar days prior to beginning field activities.

COMPLEXITY LEVEL: Moderately Complex
PERFORMANCE STANDARD: The contractor shall develop the UFP-QAPP to meet the goals and objectives of the project performed under this Task Order. The plan must be developed using data quality objectives, the systematic planning process, and related processes presented in Agency quality assurance guidance and policy. The UFP-QAPP must undergo reviews and approval by EPA. The plan must contain all information detailed in the UFP-QAPP manual under the four basic element groups: Project Management Objectives, Measurement/Data Acquisition, Assessment/Oversight, and Data Review. The graded approach may be used to address elements as specified in the UFP-QAPP manual. (The graded approach is the process of establishing the project requirements and level of effort according to the intended use of the results and the degree of confidence needed in the quality of results). The worksheets specified in the UFP-QAPP manual, Table 2, must be provided with the required information. The UFP-QAPP must be complete, technically accurate, and meet the requirements of the UFP-QAPP manual.
ACCEPTABLE LEVEL OF QUALITY: The measures of quality for Task 3 are EPA quality assurance policy, procedures, and specifications for quality assurance project plans. The acceptable level of quality for the UFP-QAPP is consistency with EPA quality assurance policy, procedures, and specifications.

Task 04: Groundwater Monitoring Well Installations

The attached site map (Exhibit A) illustrates the proposed locations of the groundwater monitoring wells.

- Prior to field work, the facility will require mowing/clearing. The extent required will be determined during the site reconnaissance visit (Task 2).
- Install nine (9) shallow groundwater monitoring wells down to approximately 10 feet into the first water bearing zone;
- Additionally, install five (5) deeper groundwater monitoring wells down to the first confining unit or approximately 50 feet below ground surface, whichever comes first. Install surface casing in all of the deeper groundwater monitoring wells to seal off the upper groundwater bearing formation prior to drilling deeper. Drilling tools shall be decontaminated prior to drilling deeper;
- Drillers shall be licensed in the State of Texas;
- A Professional Geoscientist (PG) licensed in the State of Texas shall oversee the well installations and preparation of the boring logs and well completion diagrams;
- Each well, new and existing, shall be surveyed by a Professional Surveyor for top of casing and ground surface elevations;
- Well completions shall be as follows:
    - 2 inch PVC casing and number 10 slot screen;
    - Protective casings with padlocks and 4 bollards;
    - Well pads measuring 3 foot by 3 foot and of adequate thickness to prevent cracking;
    - 13 wells shall be s~~S~~tick-up completion and 1 well shall be flush-mount completion.~~-~~
- Prepare boring logs and well completion diagrams to be included in the trip report;
- Collect continuous PID readings and record them on the boring logs;
- Record the GPS locations of all (new and existing) groundwater monitoring wells;
- Place IDW in labeled drums to be staged onsite;
- Collect waste characterization samples of soil waste; and
- Arrange for offsite disposal of the IDW. All wastes shall be disposed of within 60 days of conclusion of well installation field event.

COMPLEXITY LEVEL: Moderately Complex
PERFORMANCE STANDARD: The groundwater monitoring wells shall be installed and developed according to standard government and industry practices and following the SOPs and criteria contained in the UFP-QAPP.

ACCEPTABLE LEVEL OF QUALITY: A properly designed, installed, and developed groundwater monitoring well provides groundwater samples that exhibit the physical and chemical properties of that portion of the aquifer screened by the well. Therefore, the measurement for Task 4 will be successful installation of groundwater monitoring wells that provide representative groundwater samples.

Task 05: Sampling and Existing Well Redevelopment

The attached site map (Exhibit A) illustrates the proposed sampling locations. The surface soil sample locations will be determined during the site reconnaissance visit. A sampling summary is provided as Exhibit B.

- Collect 3 subsurface soil samples from each of the 9 shallow monitoring well soil borings (as included in Task 4) for a total of 27 subsurface soil samples (plus QA/QC samples);

- Submit the subsurface soil samples to EPA Houston Lab for analysis of: TAL metals including mercury (Methods 6020 and 7471A), VOCs (Method 8260B), and SVOCs (8270C);

- Collect 15 surface soil samples (plus QA/QC samples);

- Submit the surface soil samples to EPA Houston Lab for analysis of: TAL metals including mercury (Methods 6020 and 7470A), VOCs (Method 8260B), and SVOCs (8270C);

- Provide Encore samples for VOC analyses;

- Collect 7 sediment samples within the surface impoundments and outfall (plus QA/QC samples). The samples collected within the surface impoundments shall be collected near the center of the impoundments. Therefore a boat or floatation device may be required to access the sampling locations;~~;~~

- Submit the sediment samples to EPA Houston Lab for analysis of: TAL metals including mercury (Methods 6020 and 7470A), VOCs (Method 8260B), and SVOCs (8270C);

- Redevelop the 8 existing groundwater monitoring wells.

- Collect total depth and depth to groundwater measurements (and depth to phase separated hydrocarbons if necessary) to the nearest one-hundredth (0.01) of a foot from the 8 existing groundwater monitoring wells and the additional 14 proposed monitoring wells. (Note: The groundwater elevation data will be used by the EPA to develop a groundwater gradient map);

- Collect groundwater samples from the 8 existing groundwater monitoring wells and the additional 14 proposed monitoring wells for a total of 22 groundwater samples (plus QA/QC samples);

- Submit the groundwater samples to EPA Houston Lab for analysis of: Total TAL metals including mercury (Methods 6020 and 7470A), VOCs (Method 8260B), and SVOCs (8270C);

- Record the GPS coordinates for sampling locations;

- Place IDW in labeled drums to be staged onsite; and

- Arrange for offsite disposal of the IDW. All wastes shall be disposed of within 60 days of conclusion of sampling field event.

- Provide padlocks for all 8 existing and 14 proposed groundwater monitoring wells with as many keyed the same as possible to reduce the number of keys required to access the wells. Provide 2 sets of keys so that the owner and the EPA may have keys to the wells.

COMPLEXITY LEVEL: Moderately Complex
PERFORMANCE STANDARD: The contractor must provide the field sampling and analysis services according to the schedule provided and must be conducted according to standard government and industry practices for sampling and analysis following the field and laboratory specifications and criteria contained in the UFP-QAPP. Analytical data must meet the quality criteria specified in the UFP-QAPP.
ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 5 will be successful completion of sampling. Deliverables should be of sufficient quality to document the type and location of all samples taken in the field.

Task 06: Analytical Data Results

The EPA Houston Lab will send the laboratory analytical results to the TOCOR. The TOCOR will forward the results to the contractor.

The contractor shall complete data validation and verification on the analytical results.

The analytical data results shall be compiled into spreadsheet tables and include columns of screening levels that will be provided by the TOCOR. All results shall be included in the spreadsheets, not only detections. Non-detected results shall be reported in the tables as less than (<) the detection limit. All results (including non-detects) shall be compared to the screening levels and exceedances highlighted in the tables.

The data validation and verification documentation and compiled analytical results shall be included in the trip report. Spreadsheet files of the compiled analytical results shall also be submitted along with the trip report.

COMPLEXITY LEVEL: Moderately complex
PERFORMANCE STANDARD: Analytical data must meet the quality criteria specified in the UFP-QAPP and must meet project quality objectives.
ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 6 will be 100% data completeness and usability.

Task 07: Trip Report

The contractor shall prepare a trip report and submit a draft version to the TOCOR in electronic format within 60 calendar days of completion of field activities. The TOCOR will review the draft trip report and will either approve the report as is or provide comments on the draft report. The final trip report shall be submitted to the TOCOR in electronic and hard copy format within 14 calendar days of receipt of the TOCOR's approval of or comments on the draft report.

Based on the field work performed, the trip report shall contain the following:

- A discussion about the site reconnaissance visit (Task 2);
- Documentation from the site reconnaissance visit (i.e. photographs and logbook notes);
- Description of the objectives and methodology of sampling, groundwater monitoring well installation, and well development;
- Discussion about any problems encountered during the field event and deviations from the sampling and analysis plan (UFP-QAPP);
- Description of any utility clearances performed (i.e. one-call, geophysical survey, etc.);
- Personnel participating in the field events and regulatory agency staff onsite during field events;
- Boring logs for groundwater monitoring wells (type written);
- Copy of well reports submitted to the State for groundwater monitoring wells;
- Well completion diagrams for groundwater monitoring wells (type written);
- Professional survey results for groundwater monitoring wells;
- A table which includes information about each sample (sample id, sample location, sample date/time, analyses performed);
- Map(s) showing sample and groundwater monitoring well locations;
- Table(s) of well development data;
- Tables (for each well sampled) of groundwater parameters and other information monitored during low-flow purging including: approximate depth to pump intake, time, depth to water, flow rate, pH, temperature, specific conductance, oxidation-reduction potential, dissolved oxygen, and turbidity;
- Tables of compiled analytical data results;
- Documentation for analytical data validation and verification;
- Information on investigation derived waste (approximate volume of waste and number of drums, staging area, disposal plans/information);
- Chain-of-custody documentation;
- Copy of field logbooks;
- Photographic log of the sampling and/or installation event; and
- A cd(s) containing the laboratory analytical reports and spreadsheet file of compiled analytical results.

COMPLEXITY LEVEL: Moderately complex
PERFORMANCE STANDARD: The trip report must be well organized, legible, clear, and contain all data and documentation obtained during the project. Other than copies of field log books, chain-of-custody, and laboratory provided reports, the report and all attachments shall be type written, unless handwritten attachments are preapproved by the TOCOR.
ACCEPTABLE LEVEL OF QUALITY: The source of measurements for Task 7 is conventions for standard written English (spelling, punctuation, usage, etc.) and technical writing. The report must conform to standard conventions and be professionally written.

X. Performance Measures and Quality Assurance

The contractor shall be adequately prepared before going into the field including but not limited to: appropriate field staff with required training and knowledge, appropriate field equipment, and familiarity with

site conditions and requirements of the QAPP. The contractor shall use detailed logbooks and photographs to support observations and activities in the field.

The contractor shall coordinate and integrate all activity needed to provide the required support (e.g., problem identification/resolution strategy, responses to inquiries, and/or technical, service, administrative issues, etc.) in a timely, complete and effective manner. The contractor shall use quality assurance monitoring tools to ensure technical support and deliverables meet contract and task order requirements.

Deliverables shall meet the schedule and cost presented in the task order. Written deliverables shall reflect a good command of the English language, be well-organized, and free of grammatical errors, misspellings and incomplete sentences. As required, written deliverables shall also have high-quality professional graphics. Preparation and printing of materials shall be in accordance with GPO guidelines.

The contractor shall utilize staff with the appropriate level of education and work experience to meet the task order requirements. Contractor staff shall demonstrate a high level of professionalism.

XI. Technical Direction

Technical direction must be within the scope of the contract and the TO. Technical direction is instruction to the contractor that approves approaches, solutions, designs, or refinements; fills in details; completes the general description of work or documentation items; shifts emphasis among work areas or tasks; or provides similar guidance. It also includes evaluation of contractor performance and comments on deliverables.

The TOCOR does not have the authority to issue technical direction which: requires additional work outside the scope, constitutes a change, causes an increase or decrease in the estimated cost, alters the period of performance, or changes any of the other terms or conditions of the contract or TO.

The CO is the only person authorized to make changes to the TO or contract. Any changes to the TO scope, period of performance or deliverable due dates must be approved by the CO in writing.

XII. Schedule of Deliverables

The duplication of more than 5,000 copies of a single page or 25,000 or more total impressions is considered "printing" and, therefore, prohibited. For more information on restrictions relating to deliverables, the Contractor is referred to the EPA Publication Management Guide (EPA-175-K-92-011).

SUMMARY OF PLANNED CONFERENCE CALLS

CONFERENCE CALL	DUE DATE
TO Kickoff Call	After TO is awarded
Project Planning Call	After Site Reconnaissance Visit

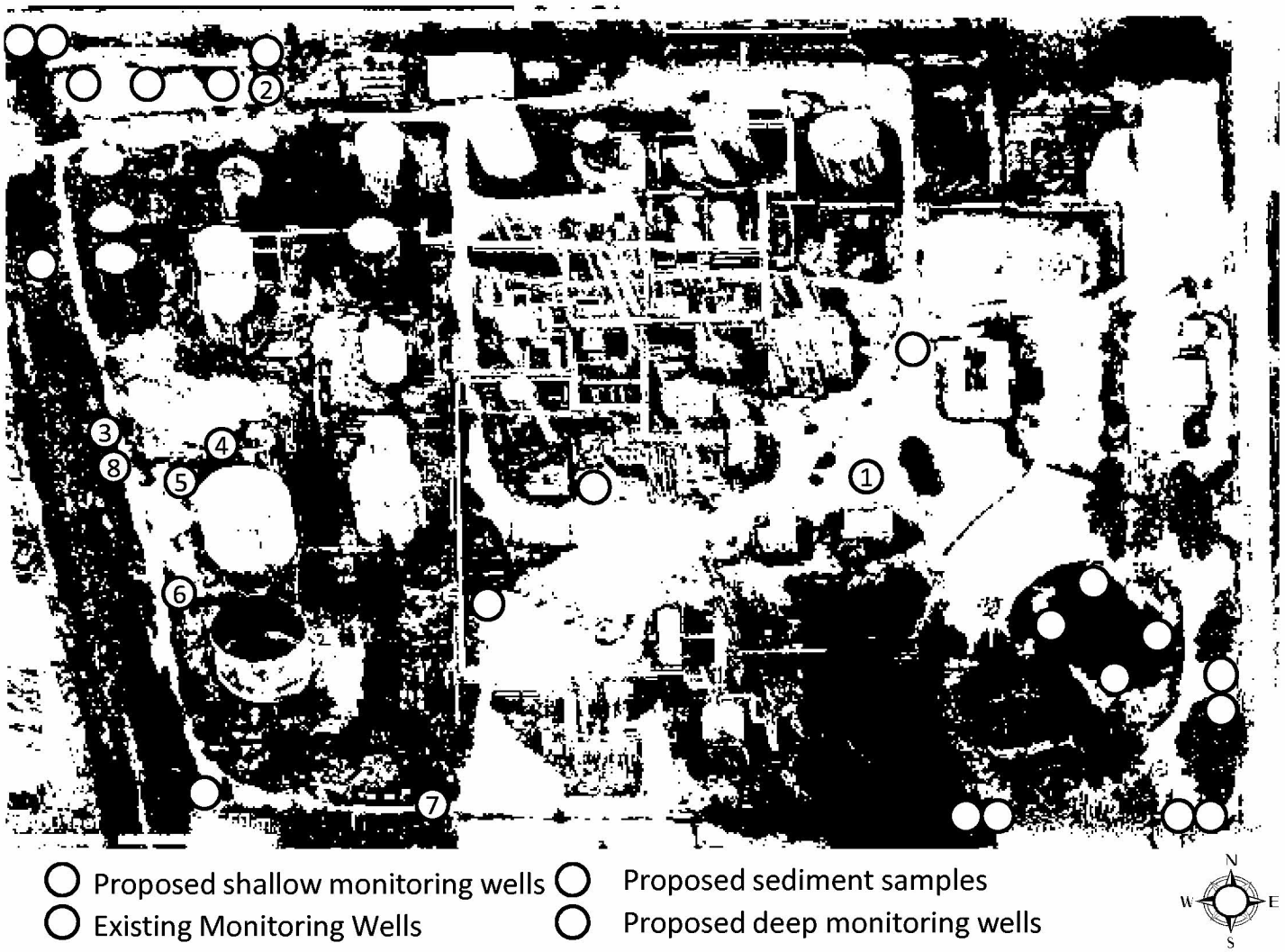
SUMMARY OF DELIVERABLES AND DUE DATES

DELIVERABLES	TASK NO.	NO. OF COPIES*	DUE DATE*
Site Reconnaissance Visit HASP	Task 2	HASP – electronic and one (1) hard copy	Submit prior to Site Reconnaissance Visit
Site Reconnaissance Visit	Task 2	N/A	To Be Determined (TBD)
UFP-QAPP and HASP	Task 3	Draft QAPP – electronic Final QAPP and HASP – electronic and one (1) hard copy	Submit draft UFP-QAPP 21 days prior to beginning field activities. Submit final UFP-QAPP and HSP 7 days prior to beginning field activities.
Sampling and groundwater monitoring well installation	Task 4 and 5	N/A	TBD
Waste Disposal	Task 4 and 5	N/A	All wastes shall be disposed of within 60 days of the conclusion of sampling and groundwater monitoring well installation field events.

Analytical data results	Task 6	Analytical data package - electronic	Submit the analytical data packages as soon as they are received from the lab. Include the compiled analytical results and documentation of data validation and verification in the trip report.
Trip report	Task 7	Draft – electronic Final – electronic and one (1) hard copy	Submit the draft trip report within 60 days of completion of field activities. Submit the final trip report within 14 days of receiving TOCOR's approval/comments on draft Trip Report. Include with the final trip report a CD of the laboratory analytical result packages and spreadsheet file of compiled analytical results.

*Notes:
Final electronic copies should be in **pdf format**.
All days are calendar days unless otherwise specified.
All hard copy reports should be double sided.

EXHIBIT A
SITE MAP



Notes:

Surface soil sample locations will be determined during the site reconnaissance visit.

Sampling and well locations are tentative and may be changed in the field by the TOCOR due to obstructions or other reasons.

EXHIBIT B
SAMPLING SUMMARY

Sample Type	No. of Samples	Analyses Required
Subsurface Soil	27	Total TAL metals including mercury (Methods 6020 and 7470A), VOCs (Method 8260B), and SVOCs (8270C)
QA/QC for Subsurface Soil		
Field Duplicate (10%)	3	Total TAL metals including mercury (Methods 6020 and 7470A), VOCs (Method 8260B), and SVOCs (8270C)
Equipment Blank (1 per day) (assumption)	3	
Field Blank (1 per day) (assumption)	3	
MS/MSD (TBD based on lab requirement)	TBD	
Trip Blank (1 per VOA cooler) (assumption)	3	VOCs (Method 8260B)
Surface Soil	15	Total TAL metals including mercury (Methods 6020 and 7470A), VOCs (Method 8260B), and SVOCs (8270C)
QA/QC for Surface Soil		
Field Duplicate (10%)	2	Total TAL metals including mercury (Methods 6020 and 7470A), VOCs (Method 8260B), and SVOCs (8270C)
Equipment Blank (1 per day) (assumption)	1	
Field Blank (1 per day) (assumption)	1	
MS/MSD (TBD based on lab requirement)	TBD	
Trip Blank (1 per VOA cooler) (assumption)	1	VOCs (Method 8260B)
Sediment	7	Total TAL metals including mercury (Methods 6020 and 7470A), VOCs (Method 8260B), and SVOCs (8270C)
QA/QC for Sediment		
Field Duplicate (10%)	1	Total TAL metals including mercury (Methods 6020 and 7470A), VOCs (Method 8260B), and SVOCs (8270C)
Equipment Blank (1 per day) (assumption)	1	
Field Blank (1 per day) (assumption)	1	
MS/MSD (TBD based on lab requirement)	TBD	
Trip Blank (1 per VOA cooler) (assumption)	1	VOCs (Method 8260B)
Groundwater	22	Total TAL metals including mercury (Methods 6020 and 7470A), VOCs (Method 8260B), and SVOCs (8270C)
QA/QC for Groundwater		
Field Duplicate (10%)	3	Total TAL metals including mercury (Methods 6020 and 7470A), VOCs (Method 8260B), and SVOCs (8270C)
Equipment Blank (1 per day) (assumption)	7	
Field Blank (1 per day) (assumption)	7	
MS/MSD (TBD based on lab requirement)	TBD	
Trip Blank (1 per VOA cooler) (assumption)	7	VOCs (Method 8260B)
Soil Waste Characterization	TBD	Ignitability, Corrosivity, Reactivity, and Toxicity - TCLP Total TAL metals including mercury (Methods 6020 and 7470A), VOCs (Method 8260B), and SVOCs (8270C)

TBD - To Be Determined

Mod #	Reason For Modification	Award Date	Obligation	Total Amount
BASE		9/30/2013	$122,183.73	$122,183.73
006	Close Out	5/9/2016	$0.00	$0.00
005	Change Order	6/27/2014	$0.00	$0.00
004	Other Administrative Action	3/5/2014	($11,330.06)	($11,330.06)
003	Other Administrative Action	2/18/2014	$0.00	$0.00
002	Other Administrative Action	1/8/2014	$0.00	$0.00
001	Other Administrative Action	12/4/2013	$0.00	$0.00
				$110,853.67

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF PAGES 3

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER: 09/25/2013

2. CONTRACT NO. *(If any)*: EP-W-12-032

3. ORDER NO.: 6610

4. REQUISITION/REFERENCE NO.: See Schedule

5. ISSUING OFFICE *(Address correspondence to)*:
SRRPOD
US Environmental Protection Agency
Ariel Rios Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

6. SHIP TO:

a. NAME OF CONSIGNEE: Region 6

b. STREET ADDRESS: US Environmental Protection Agency
1445 Ross Avenue
Suite 1200

c. CITY: Dallas

d. STATE: TX

e. ZIP CODE: 75202-2733

7. TO: DONNA TOEROEK

a. NAME OF CONTRACTOR: TOEROEK ASSOCIATES, INC.

b. COMPANY NAME:

c. STREET ADDRESS: 300 UNION BLVD.
SUITE 520
7208984101

d. CITY: LAKEWOOD

e. STATE: CO

f. ZIP CODE: 802281552

f. SHIP VIA:

8. TYPE OF ORDER

☐ a. PURCHASE
REFERENCE YOUR:

Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.

☒ b. DELIVERY

Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

9. ACCOUNTING AND APPROPRIATION DATA: See Schedule

10. REQUISITIONING OFFICE:

11. BUSINESS CLASSIFICATION *(Check appropriate box(es))*

☒ a. SMALL ☐ b. OTHER THAN SMALL ☐ c. DISADVANTAGED ☐ d. WOMEN-OWNED ☐ e. HUBZone

☐ f. SERVICE-DISABLED VETERAN-OWNED ☐ g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM ☐ h. EDWOSB

12. F.O.B. POINT: Destination

13. PLACE OF

a. INSPECTION: Destination

b. ACCEPTANCE: Destination

14. GOVERNMENT B/L NO.:

15. DELIVER TO F.O.B. POINT ON OR BEFORE *(Date)*:

16. DISCOUNT TERMS:

17. SCHEDULE *(See reverse for Rejections)*

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 825211824 6610 IR (Infrared) Flyover Project This Firm-Fixed-Priced Task Order is hereby initiated approving the contractor's proposal dated August 29, 2013 in the Continued ...					

SEE BILLING INSTRUCTIONS ON REVERSE

18. SHIPPING POINT:

19. GROSS SHIPPING WEIGHT:

20. INVOICE NO.:

17(h) TOTAL *(Cont. pages)*: $69,809.00

21. MAIL INVOICE TO:

a. NAME: RTP Finance Center

b. STREET ADDRESS (or P.O. Box): US Environmental Protection Agency
RTP-Finance Center
Mail Drop D143-02
109 TW Alexander Drive

c. CITY: Durham

d. STATE: NC

e. ZIP CODE: 27711

17(i) GRAND TOTAL: $69,809.00

22. UNITED STATES OF AMERICA BY *(Signature)*:

23. NAME *(Typed)*: Derek Davis
TITLE: CONTRACTING/ORDERING OFFICER

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 347 (Rev. 2/2012)
Prescribed by GSA/FAR 48 CFR 53.213(f)

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
09/25/2013	EP-W-12-032	6610

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	amount of $69,809.00. Full funding in the amount of $69,809.00 is provided which the contractor is not authorized to exceed. All other terms and conditions remain in full force and effect. TOPO: Jeffrey Yurk Admin Office: SRRPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3805R Washington DC 20460 Period of Performance: 09/25/2013 to 01/30/2014					
0001	Task Order 6610 IR (Infrared) Flyover Project Requisition No: PR-R6-13-00330, PR-R6-13-00418 Accounting Info: 13-14-B-06M-501E50-2505---1306MXR001-0 01 BFY: 13 EFY: 14 Fund: B Budget Org: 06M Program (PRC): 501E50 Budget (BOC): 2505 DCN - Line ID: 1306MXR001-001 Funding Flag: Complete Funded: $59,442.00 Accounting Info: 13-14-B-06M-501E50-2505---1306MKR001-0 01 BFY: 13 EFY: 14 Fund: B Budget Org: 06M Program (PRC): 501E50 Budget (BOC): 2505 DCN - Line ID: 1306MKR001-001 Funding Flag: Complete Funded: $6,342.66 Accounting Info: 13-14-B-06M-501E44-2505---1306MKR001-0 02 BFY: 13 EFY: 14 Fund: B Budget Org: 06M Program (PRC): 501E44 Budget (BOC): 2505 DCN - Line ID: 1306MKR001-002 Funding Flag: Complete Continued ...				69,809.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $69,809.00

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
09/25/2013	EP-W-12-032	6610

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	Funded: $4,024.34 The obligated amount of award: $69,809.00. The total for this award is shown in box 17(i).					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $0.00

==========

CONTRACT NUMBER: _____
CONTRACT NAME: REPA 5
CONTRACTOR NAME: _____

PERFORMANCE WORK STATEMENT
TASK ORDER NUMBER: 6610

August 8, 2013

I. TITLE IR (Infrared) Flyover Project – Fall 2013

II. EPA CONTACTS

Contracting Officer's Representatives (COR)

CL-COR

FLORA GREENE
M/S 6PD-M
greene.flora@epa.gov
Work: (214) 665-8428

TOCOR

Jeff Yurk
M/S 6EN-X
yurk.jeffrey@epa.gov
Work: (214) 665-8309

III. Authorization

This Performance Work Statement (PWS) is in accordance with Task 6, Special Initiatives, Studies and Program Support of the REPA 5 Contract.

IV. Period of Performance

The period of performance for this work will be from the date of issuance through January 31, 2014.

V. Background

The EPA Region 6 RCRA enforcement program began risk-based targeting of facilities at which to conduct full or partial compliance inspections in 2006. In the Air and Water Programs, releases of contaminants to these media are directly reported to State and Federal Agencies and can be queried to assess facilities and sources which have the highest potential to pose harm to human health and the environment. For the RCRA Enforcement program, risk-based targeting is more difficult in that surrogates for potential RCRA source releases must be garnered from databases reporting contaminant releases to air, water, and land. For example, discharge to surface waters of RCRA regulated metals may help target upstream surface impoundments or multiple reported spills may indicate facilities with poor housekeeping. More recently, releases to air have been used to target water systems containing hazardous waste. One difficulty in the targeting effort is assessing the environmental impact of data gaps in the Federal and State contaminant

release databases. RCRA Enforcement wants to resolve the question: are all releases being reported and/or are the releases being reported accurately?

VI. Objective/Purpose

The purpose of this task order is to evaluate the environmental impact of data gaps. To facilitate this process, work will be broken up by geographic units and/or facility type for data assessment and data measurement efforts. The outcome of this effort will be the identification of potential data gaps in State emissions inventories and the geo-location of all emissions sources in the selected study areas.

VII. Assumptions and Constraints

For the purpose of preparing this PWS, assume 40 hours of survey flight time which includes the time flying to and from the survey site (Task 1). Assume EPA will provide digital maps of areas and sources to fly over.

For deliverables, it is assumed that there will be a summary list of major emission sources recorded along with digitally recorded data from flyovers. See Section X., Schedule of Deliverables, for required delivery formats.

VIII. Scope

Task 1: Gap Filling – Infrared Camera Flyover

Performance Requirements – The contractor will conduct an aerial infra-red camera survey of two or more areas (to be clarified at the scoping meeting) within EPA Region 6. The purpose of the surveys will be to identify potentially large emission sources for further investigation during inspections. The areas identified by EPA shall be surveyed and video recorded regardless of the presence or absence of hydrocarbon emissions. It is assumed that 40 hours of survey flight time will be required for this effort. The cost for standby time shall not exceed $400 per hour and the total standby time shall not exceed 10 percent of the Task Order. Standby time resulting from equipment malfunction or failure shall not be included as part of the cost of the Task order. Flight schedule, filing flight plans and any other procedures related to the operation of the helicopter shall be coordinated by the contractor. The survey information will be recorded to a digital data bank as it is being performed, and GPS coordinates of large emission sources discovered during the survey process will be recorded. The deliverables for this task will include a full digital bank, an edited version showing only the major emission sources from which GPS coordinates were recorded, and a shape file showing major emission source locations. The following data shall be collected by the observation crew for all video recorded:

- Date and time when video was recorded,
- Any identification markings and a general description of the source in the video,
- Geographic coordinates in latitude and longitude decimal degrees (NAD83)
- Two digital camera still images showing a close-up view of the source in the video and a wider view of the source and surrounding area

If the observation crew identifies a hydrocarbon leak that may, in their collective experience, potentially pose a health of safety risk to persons or property in the vicinity of the leak, the observation crew shall notify the EPA TOCOR by telephone as soon as

reasonably possible as to the leaks location, time of observation and their assessment of the leak. The recorded IR video shall be transmitted to the EPA TOCOR as soon as reasonably possible after telephone notification. It is assumed that travel is not required by Contractor for this task.

Performance Standards – This task shall be completed and a full digital data bank, along with an edited version which shows only the major emission sources from which GPS coordinates were recorded. The outcome(s) will be a documentation of large emission sources and digital documentation of releases identifying potential sources for RCRA inspection targeting.

- **Complexity Level** – This is a moderately complex task requiring investigative and organizational skills, a familiarity with infrared camera technology, process engineering knowledge, GIS and database skills. A mix of labor categories is anticipated in order to complete this task.
- **Deliverable List** – Deliverables for Task 1 include a full digital data bank, along with an edited version which shows only the major emission sources from which GPS coordinates were recorded and a shape file for a map showing locations of major emission source locations.

IX. Technical Direction

The TOCOR is authorized to provide technical direction, which clarifies the PWS, only. Technical direction must be within the scope of the contract and the TO. Technical direction should not make changes to the scope or increases/decreases the price of the task order. If the contractor receives such direction, he shall not proceed. The contractor shall immediately contact the CL-COR, Contracting Officer and Contract Specialist." The EPA Region 6 representative(s) shall issue technical direction in writing or confirm in writing within five (5) calendar days after verbal issuance. The CL-COR, CS and CO shall be made aware of verbal issuance, immediately.

Close coordination will be necessary with EPA at the beginning of the project in order to convey the intent of the project. Periodic conference calls are anticipated and interim results will be shared with all parties to ensure appropriate progress is being made.

X. Schedule of Deliverables

SUMMARY OF DELIVERABLES AND DUE DATES

Task	Deliverable	Due Date	Format
1	Full Digital Recording of Infrared flyover	**Within 60** days after completed flight	Electronic copy
1	Edited Digital Recording Highlighting major emission sources from Infrared flyover	**Within 75** days after completed flight	Electronic copy

- Note: All days are calendar days unless otherwise specified.

Mod #	Reason For Modification	Award Date	Obligation	Total Amount
BASE		9/25/2013	$69,809.00	$69,809.00
004	Supplemental Agreement for work within scope	2/1/2017	$0.00	$0.00
003	Supplemental Agreement for work within scope	8/25/2014	$0.00	$0.00
002	Other Administrative Action	5/9/2014	$0.00	$0.00
001	Other Administrative Action	1/9/2014	$0.00	$0.00
				$69,809.00

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF PAGES 2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER: 09/30/2013

2. CONTRACT NO. *(If any)*: EP-W-12-032

3. ORDER NO.: 6611

4. REQUISITION/REFERENCE NO.: PR-R6-13-00371

5. ISSUING OFFICE *(Address correspondence to)*:
SRRPOD
US Environmental Protection Agency
Ariel Rios Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

7. TO: DONNA TOEROEK

a. NAME OF CONTRACTOR: TOEROEK ASSOCIATES, INC.

b. COMPANY NAME:

c. STREET ADDRESS:
300 UNION BLVD.
SUITE 520
7208984101

d. CITY: LAKEWOOD
e. STATE: CO
f. ZIP CODE: 802281552

6. SHIP TO:

a. NAME OF CONSIGNEE: Region 6

b. STREET ADDRESS:
US Environmental Protection Agency
1445 Ross Avenue
Suite 1200

c. CITY: Dallas
d. STATE: TX
e. ZIP CODE: 75202-2733

f. SHIP VIA:

8. TYPE OF ORDER

☐ a. PURCHASE
REFERENCE YOUR:

Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.

☒ b. DELIVERY

Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

9. ACCOUNTING AND APPROPRIATION DATA: See Schedule

10. REQUISITIONING OFFICE:

11. BUSINESS CLASSIFICATION *(Check appropriate box(es))*
☐ a. SMALL ☒ b. OTHER THAN SMALL ☐ c. DISADVANTAGED ☐ d. WOMEN-OWNED ☐ e. HUBZone
☐ f. SERVICE-DISABLED VETERAN-OWNED ☐ g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM ☐ h. EDWOSB

12. F.O.B. POINT: Destination

13. PLACE OF
a. INSPECTION: Destination
b. ACCEPTANCE: Destination

14. GOVERNMENT B/L NO.:

15. DELIVER TO F.O.B. POINT ON OR BEFORE *(Date)*:

16. DISCOUNT TERMS:

17. SCHEDULE ***(See reverse for Rejections)***

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 825211824 Task Order 6611 Sampling and Analysis Support at Longhorn AAP This Time and Material Task Order is hereby initiated approving the contractor's Continued ...					

18. SHIPPING POINT:

19. GROSS SHIPPING WEIGHT:

20. INVOICE NO.:

17(h) TOTAL *(Cont. pages)*: $104,344.08

21. MAIL INVOICE TO:

a. NAME: RTP Finance Center

b. STREET ADDRESS (or P.O. Box):
US Environmental Protection Agency
RTP-Finance Center
Mail Drop D143-02
109 TW Alexander Drive

c. CITY: Durham
d. STATE: NC
e. ZIP CODE: 27711

17(i) GRAND TOTAL: $104,344.08

SEE BILLING INSTRUCTIONS ON REVERSE

22. UNITED STATES OF AMERICA BY *(Signature)*:

23. NAME *(Typed)*: Derek Davis
TITLE: CONTRACTING/ORDERING OFFICER

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
09/30/2013	EP-W-12-032	6611

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	proposal dated September 23, 2013 in the amount of $104,344.08. Funding in the amount of $75,000.00 is provided which the contractor is not authorized to exceed. All other terms and conditions remain unchanged and in full force and effect. TOPO: Richard Mayer Admin Office: SRRPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3805R Washington DC 20460 Accounting Info: 13--T-6A00F-303DC9-2505-06M6TA00-C001-136AFFC003-001 BFY: 13 Fund: T Budget Org: 6A00F Program (PRC): 303DC9 Budget (BOC): 2505 Job #: 06M6TA00 Cost: C001 DCN - Line ID: 136AFFC003-001 Period of Performance: 09/30/2013 to 09/12/2014					
0002	Sampling and Analysis Support at Longhorn AAP The obligated amount of award: $75,000.00. The total for this award is shown in box 17(i).				104,344.08	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $104,344.08

Performance Work Statement
Sampling and Analysis Support at Longhorn Army Ammunition Plant
Region 6, Dallas, 1445 Ross Ave, Ste 1200. TX, 75202

==========

CONTRACT NUMBER: _____
CONTRACT NAME: REPA 5
CONTRACTOR NAME: _____
REGION 6 TASK ORDER NUMBER: 6611

August 19, 2013

I. Title Sampling and Analysis Support at Longhorn AAP

II. Contract Officer Representatives

EPA Regional Project Officer

FLORA GREENE
M/S 6PD-M
greene.flora@epa.gov
Work: (214) 665-8428

EPA Task Order Contract Officer Representatives (TOCORs)

TOCOR	Alternate TOCOR
RICH MAYER	PAUL TORCOLETTI
M/S 6PD-F	M/S 6PD-F
mayer.richard@epa.gov	torcoletti.paul@epa.gov
Work: (214) 665-7442	Work: (214) 665-6494

III. Authorization

This Performance Work Statement (PWS) is in accordance with Task 2.2 Field Sampling, of the REPA 5, Zone II Contract SOW.

IV. Period of Performance

The period of performance for this Task Order (TO) is from the date of Contracting Officer (CO) issuance through September 12, 2014.

V. Place of Performance

This task order will involve sampling and analysis support at Longhorn AAP located in Karnack, Texas.

VI. Background

Longhorn Army Ammunition Plant (LHAAP) is an inactive, government-owned, formerly contractor-operated and maintained Department of Defense facility located in central-east Texas in the northeastern corner of Harrison County, TX. The former installation occupied nearly 8,416 acres between State Highway 43 at Karnack, Texas, and the western shore of Caddo Lake. The nearest city is Marshall, TX, approximately 14 miles to the southwest (Maps will be submitted to the contractor during the project planning calls).

LHAAP was established in December of 1941, when the Army issued a contract to build a six-line production facility for manufacturing trinitrotoluene (TNT). TNT production ceased at the conclusion of World War II. Post World War II activities included the production of pyrotechnic and illuminating ammunition (such as photoflash bombs, simulators, hand signals, flares, and tracers for 40 millimeter (mm) ammunition), solid-fuel rocket motors, and the static firing and decommissioning of rocket motors.

LHAAP was placed on the National Priorities List (NPL) on August 9, 1990. A Federal Facility Agreement among the U.S. EPA, the U.S. Army, and the Texas Commission of Environmental Quality (TCEQ) became effective on December 30, 1991. LHAAP became inactive in July of 1997. On May 5, 2004 the Army transferred approximately 5,032 acres to the U.S Fish and Wildlife Service for management as the Caddo Lake National Wildlife Refuge.

Numerous investigations and remedial actions are being performed by the U.S. Army and its contractors. The results indicate that environmental media have been impacted by releases from past operations and there are several groundwater plumes at various locations at the site containing predominantly chlorinated solvents (e.g. TCE and daughter products), perchlorate and explosives constituents (often co-mingled).

VII. Objective/Purpose

The purpose of this PWS is to provide sampling and analysis support at Longhorn AAP located in Karnack, Texas (located east of Marshall, TX).

VIII. Assumptions and Constraints

- Up to three separate sampling events (3 mobs/demobs) which will require separate QAPPs and Trip Reports for each event. Each event, for costing purposes, assume 4 full days, with 2 mob/demob days of 6 hrs per day;
- Heavy vegetation at the sight might require mowing
- One (1) revision for each QAPP and Trip Report;
- A subcontract lab will analyze the samples. The DNT isomers may go to EPA Houston Lab if subcontracted lab is not available (will discuss further at scoping meeting);
- The EPA TOCOR or Alternate TOCOR will determine the sampling locations for each media. The EPA TOCOR or Alternate TOCOR may determine an alternate sampling location from original locations;
- IDW (investigation derived wastes) liquids may be taken to the Groundwater Treatment Plant located at Site 18/24 at Longhorn AAP
- Groundwater sample analytical results will be used to characterize purge water waste;
- Data validation and verification will be required; and
- See Section IX for more assumptions.

IX. Scope

Task 01: Project Management

The contractor shall prepare and solicit bids from sub-contractors and vendors, identify and make arrangements for project staff as required, and perform other general project management duties under this task. This task is *not* intended to include tasks that would be associated with the general cost of doing business.

COMPLEXITY LEVEL: Moderately Complex

PERFORMANCE STANDARD: The contractor must identify and utilize personnel, subcontractors, and vendors with the requisite training, ability, and knowledge to perform the other tasks within this task order.
ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 1 will be the performance of staff, subcontractors and vendors to complete the other tasks within this task order.

Task 02: Preparation of Combined Quality Assurance Project Plan (QAPP) and Field Sampling and Analysis Plan and Health and Safety Plan

The contractor shall prepare a site-specific combined QAPP and Field Sampling and Analysis Plan following the Uniform Federal Policy (UFP) for implementing Environmental Quality Systems. The UFP-QAPP shall address the remaining tasks required for this project. The contractor shall prepare the UFP-QAPP to present the overall project description, project organization, responsibilities, and objectives associated with the sampling and analysis to be conducted. The UFP-QAPP shall comply with all quality assurance requirements. The UFP-QAPP shall include a clear description of data verification and validation plans and procedures. The contractor shall be prepared to make one (1) revision to the UFP-QAPP as necessary.

The contractor shall also prepare a Health and Safety Plan (HASP) regarding the field work to be performed in the following tasks, taking into account the type of samples to be collected and the nature of the working conditions. The HASP shall address all applicable regulatory requirements; discuss personnel responsibilities, personal protective equipment, health and safety procedures and protocols, decontamination procedures, personnel training, and type and extent of medical surveillance. The HASP shall identify potential problems or hazards (known and unknown) that may be encountered and how these are to be addressed.

The draft UFP-QAPP shall be submitted to the TOCOR electronically at least 21 calendar days prior to beginning field activities. The TOCOR will review the draft QAPP and either approves the QAPP as is or provide comments on the draft QAPP. The final QAPP with signatures and the HASP shall be submitted to the TOCOR in electronic and hard copy format at least 7 calendar days prior to beginning field activities.

COMPLEXITY LEVEL: Moderately Complex
PERFORMANCE STANDARD: The contractor shall develop the UFP-QAPP to meet the goals and objectives of the project performed under this Task Order. The plan must be developed using data quality objectives, the systematic planning process, and related processes presented in Agency quality assurance guidance and policy. The UFP-QAPP must undergo reviews and approval by EPA. The plan must contain all information detailed in the UFP-QAPP manual under the four basic element groups: Project Management Objectives, Measurement/Data Acquisition, Assessment/Oversight, and Data Review. The graded approach may be used to address elements as specified in the UFP-QAPP manual. (The graded approach is the process of establishing the project requirements and level of effort according to the intended use of the results and the degree of confidence needed in the quality of results). The worksheets specified in the UFP-QAPP manual, Table 2, must be provided with the required information. The UFP-QAPP must be complete, technically accurate, and meet the requirements of the UFP-QAPP manual.
ACCEPTABLE LEVEL OF QUALITY: The measures of quality for Task 2 are EPA quality assurance policy, procedures, and specifications for quality assurance project plans. The acceptable level of quality for the UFP-QAPP is consistency with EPA quality assurance policy, procedures, and specifications.

Task 03: Sampling or Split Sampling of Groundwater and Surface Water/Sediment

All sampling locations will be given to the contractor during the project planning call. A sampling summary is provided in Exhibit B.

- Collect or take split 10 sediment samples from the drainage areas at the site (plus QA/QC samples);

- Submit the sediment samples to a subcontract laboratory for analysis of: Perchlorate (Method 6860), High explosives (Method 8330A) and TAL metals (Method 6020)

- Collect 10 or take split surface water samples (plus QA/QC samples) and take 4 samples using hach test kits for Nitrates and Phosphorus;

- Submit the surface water samples to a subcontract laboratory for analysis of: TAL metals (Method 6020), Perchlorate (Method 6860), Nitrates (Method 300), Phosphorus (Method 365.3) and High Explosives (Method 8330A);

- If not taking split samples from the Army contractor, collect total depth and depth to groundwater measurements to the nearest one-hundredth (0.01) of a foot from the identified groundwater monitoring wells.

- Collect or split groundwater samples from the 20 existing groundwater monitoring wells (plus QA/QC samples) and take 10 samples using hach test kits to analyze for Phosphorus and Nitrogen);

- Submit the groundwater samples to a subcontract laboratory for analysis of: Total TAL metals (Method 6020), VOCs (Method 8260B), Perchlorate (Method 6860), High Explosives (Method 8330A), DNT minor isomers (Method 8270 SIM), Nitrates (Method 300) and Phosphorus (Method 365.3).

- Record the GPS coordinates for sampling locations;

- Take IDW (if not split sampling with Army contractor) to the Longhorn Groundwater Treatment Plant located at Site 18/24; and

COMPLEXITY LEVEL: Moderately Complex
PERFORMANCE STANDARD: The contractor must provide the field sampling and analysis services according to the schedule provided and must be conducted according to standard government and industry practices for sampling and analysis following the field and laboratory specifications and criteria contained in the UFP-QAPP. Analytical data must meet the quality criteria specified in the UFP-QAPP.
ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 3 will be successful completion of sampling. Deliverables should be of sufficient quality to document the type and location of all samples taken in the field.

Task 04: Analytical Data Results

A subcontracted analytical laboratory shall be used to analyze the samples collected in this task order, which is typically a 21 day turn-around time.

The contractor shall forward the analytical data package to the TOCOR as soon as it is received.

The contractor shall complete a data check (not a full data validation) on the analytical results.

The analytical data results shall be compiled into spreadsheet tables and include columns of screening levels that will be provided by the TOCOR. All results shall be included in the spreadsheets, not only detections. Non-detected results shall be reported in the tables as less than (<) the detection limit. All results (including non-detects) shall be compared to the screening levels and exceedances highlighted in the tables.

The data checks and verification documentation and compiled analytical results shall be included in the trip report. Spreadsheet files of the compiled analytical results shall also be submitted along with the trip report.

COMPLEXITY LEVEL: Moderately complex
PERFORMANCE STANDARD: Analytical data must meet the quality criteria specified in the UFP-QAPP and must meet project quality objectives. The laboratories shall perform the necessary QA/QC requirements according to EPA Method and Standard Method.
ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 4 will be 100% data completeness and usability.

Task 05: Trip Report

The contractor shall prepare a trip report (for each sampling event, no more than 3) and submit a draft version to the TOCOR in electronic format within 60 calendar days of completion of field activities. The TOCOR will review the draft trip report and will either approve the report as is or provide comments on the draft report. The final trip report shall be submitted to the TOCOR in electronic and (3 copies) hard copy format within 14 calendar days of receipt of the TOCOR's approval of or comments on the draft report.

Based on the field work performed, the trip report shall contain the following:

- Description of the objectives and methodology of sediment, surface water sample, groundwater samples;
- Discussion about any problems encountered during the field event and deviations from the sampling and analysis plan (UFP-QAPP);;
- Personnel participating in the field events and regulatory agency staff onsite during field events;
- A table which includes information about each sample (sample id, sample location, sample date/time, analyses performed, Hach field kit results);
- Map(s) showing sediment, surface water and groundwater locations;
- Tables (for each well sampled) of groundwater parameters and other information monitored during low-flow purging including: approximate depth to pump intake, time, depth to water, flow rate, pH, temperature, specific conductance, oxidation-reduction potential, dissolved oxygen, and turbidity;
- Tables of compiled analytical data results;
- Documentation for analytical data validation and verification;
- Information on investigation derived waste (approximate volume of waste and number of drums)
- Chain-of-custody documentation;
- Copy of field logbooks;
- Photographic log of the sampling the event; and
- Three CD(s) containing the laboratory analytical reports and spreadsheet file of compiled analytical results.

COMPLEXITY LEVEL: Moderately complex
PERFORMANCE STANDARD: The trip report must be well organized, legible, clear, and contain all data and documentation obtained during the project. Other than copies of field log books, chain-of-custody, and laboratory provided reports, the report and all attachments shall be type written, unless handwritten attachments are preapproved by the TOCOR.
ACCEPTABLE LEVEL OF QUALITY: The source of measurements for Task 5 is conventions for standard written English (spelling, punctuation, usage, etc.) and technical writing. The report must conform to standard conventions and be professionally written.

X. Performance Measures and Quality Assurance

The contractor shall be adequately prepared before going into the field including but not limited to: appropriate field staff with required training and knowledge, appropriate field equipment, and familiarity with site conditions and requirements of the QAPP. The contractor shall use detailed logbooks and photographs to support observations and activities in the field.

The contractor shall coordinate and integrate all activity needed to provide the required support (e.g., problem identification/resolution strategy, responses to inquiries, and/or technical, service, administrative issues, etc.) in a timely, complete and effective manner. The contractor shall use quality assurance monitoring tools to ensure technical support and deliverables meet contract and task order requirements.

Deliverables shall meet the schedule and cost presented in the task order. Written deliverables shall reflect a good command of the English language, be well-organized, and free of grammatical errors, misspellings and incomplete sentences. As required, written deliverables shall also have high-quality professional graphics. Preparation and printing of materials shall be in accordance with GPO guidelines.

The contractor shall utilize staff with the appropriate level of education and work experience to meet the task order requirements. Contractor staff shall demonstrate a high level of professionalism.

XI. Technical Direction

Technical direction must be within the scope of the contract and the TO. Technical direction is instruction to the contractor that approves approaches, solutions, designs, or refinements; fills in details; completes the general description of work or documentation items; shifts emphasis among work areas or tasks; or provides similar guidance. It also includes evaluation of contractor performance and comments on deliverables.

The TOCOR does not have the authority to issue technical direction which: requires additional work outside the scope, constitutes a change, causes an increase or decrease in the estimated cost, alters the period of performance, or changes any of the other terms or conditions of the contract or TO.

The CO is the only person authorized to make changes to the TO or contract. Any changes to the TO scope, period of performance or deliverable due dates must be approved by the CO in writing.

XII. Schedule of Deliverables

The duplication of more than 5,000 copies of a single page or 25,000 or more total impressions is considered "printing" and, therefore, prohibited. For more information on restrictions relating to deliverables, the Contractor is referred to the EPA Publication Management Guide (EPA-175-K-92-011).

SUMMARY OF PLANNED CONFERENCE CALLS

CONFERENCE CALL	DUE DATE
TO Kickoff Call	After TO is awarded
Project Planning Calls (up to 3 separate events)	For each sampling event

SUMMARY OF DELIVERABLES AND DUE DATES

DELIVERABLES	TASK NO.	NO. OF COPIES*	DUE DATE*
UFP-QAPP and HASP	Task 2	Draft QAPP – electronic Final QAPP and HASP – electronic and one (1) hard copy	Submit draft UFP-QAPP 21 days prior to each sampling event Submit final UFP-QAPP and HSP 7 days prior to sampling event.
Sampling of groundwater, surface water and sediments	Task 3	N/A	TBD
Analytical data results	Task 4	Analytical data package – electronic	Submit the analytical data packages as soon as they are received from the lab. Include the compiled analytical results and documentation of data check and verification in the trip report.
Trip report	Task 5	Draft – electronic Final – electronic and one (3) hard copies	Submit the draft trip report within 60 days of completion of each sampling event. Submit the final trip report within 14 days of receiving TOCOR's approval/comments on each draft Trip Report. Include with each final trip report a CD of the laboratory analytical result packages and spreadsheet file of compiled analytical results.

***Notes:**
Final electronic copies should be in **pdf format**.
All days are calendar days unless otherwise specified.
All hard copy reports should be double sided.

EXHIBIT B
SAMPLING SUMMARY

Sample Type	No. of Samples	Analyses Required
Sediment Samples	10	Total TAL metals (Method 6020), Perchlorate (Method 6860), High Explosives (8330A)
QA/QC for sediment		
Field Duplicate (10%)	1	Total TAL metals (Method 6020), Perchlorate (Method 6860), High Explosives (8330A)
Equipment Blank (1 per day) (assumption)	1	
Trip Blank (1 per day) (assumption)	1	
MS/MSD (TBD based on lab requirement)	TBD	
Surface Water Samples	10	Total TAL metals (Method 6020), Perchlorate (Method 6860), High Explosives (8330A), Nitrates (EPA Method 300) and Phosphorus (Method 365.3)
QA/QC for Surface Water		
Field Duplicate (10%)	1	Total TAL metals (Method 6020), Perchlorate (Method 6860), High Explosives (8330A), Nitrates (Method 300) and Phosphorus (Method 365.3)
Equipment Blank (1 per day) (assumption)	1	
Trip Blank (1 per day) (assumption)	1	
MS/MSD (TBD based on lab requirement)	TBD	
Hach Kit Field Samples (Groundwater and Surface Water)	14	4 SW, 10 GW, For Phosphorus and Nitrates using Hach Field Kit to analyze the samples
Groundwater	20	Total TAL metals(Method 6020), VOCs (Method 8260B), Perchlorate (6860), High Explosives (8330A), Nitrates (Method 300) and Phosphorus (Method 365.3), DNT Minor isomers (Method 8270 SIM)
QA/QC for Groundwater		
Field Duplicate (10%)	2	Total TAL metals(Method 6020), VOCs (Method 8260B), Perchlorate (6860), High Explosives (8330A), Nitrates (Method 300) and Phosphorus (Method 365.3), DNT minor isomers (Method 8270 SIM)
Equipment Blank (1 per day) (assumption)	2	
Field Blank (1 per day) (assumption)	2	
MS/MSD (TBD based on lab requirement)	TBD	
Trip Blank (1 per VOA cooler) (assumption)	2	VOCs (Method 8260B)

TBD - To Be Determined

EP-W-12-032 TASK ORDER 6611 MOD SUMMARY

Mod #	Reason For Modification	Award Date	Obligation	Total Amount
BASE		9/30/2013	$75,000.00	$104,344.08
005	Close Out	5/26/2016	($1,060.70)	($1,060.88)
004	Supplemental Agreement for work within scope	8/25/2014	$0.00	$0.00
003	Funding Only Action	7/9/2014	$30,437.00	$1,093.10
002	Change Order	6/10/2014	$0.00	$0.00
001	Funding Only Action	12/4/2013	$0.00	$0.00
				$104,376.30

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF PAGES 2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER: 02/05/2014

2. CONTRACT NO. *(If any)*: EP-W-12-032

3. ORDER NO.: 6612

4. REQUISITION/REFERENCE NO.: PR-R6-14-00016

5. ISSUING OFFICE *(Address correspondence to)*:
SRRPOD
US Environmental Protection Agency
Ariel Rios Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

6. SHIP TO:

a. NAME OF CONSIGNEE: Region 6

b. STREET ADDRESS: US Environmental Protection Agency
1445 Ross Avenue
Suite 1200

c. CITY: Dallas

d. STATE: TX

e. ZIP CODE: 75202-2733

7. TO: DONNA TOEROEK

a. NAME OF CONTRACTOR: TOEROEK ASSOCIATES, INC.

b. COMPANY NAME:

c. STREET ADDRESS: 300 UNION BLVD.
SUITE 520
7208984101

d. CITY: LAKEWOOD

e. STATE: CO

f. ZIP CODE: 802281552

f. SHIP VIA:

8. TYPE OF ORDER

☐ a. PURCHASE
REFERENCE YOUR:

Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.

☒ b. DELIVERY

Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

9. ACCOUNTING AND APPROPRIATION DATA: See Schedule

10. REQUISITIONING OFFICE:

11. BUSINESS CLASSIFICATION *(Check appropriate box(es))*

☒ a. SMALL ☐ b. OTHER THAN SMALL ☐ c. DISADVANTAGED ☐ d. WOMEN-OWNED ☐ e. HUBZone

☐ f. SERVICE-DISABLED VETERAN-OWNED ☐ g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM ☐ h. EDWOSB

12. F.O.B. POINT: Destination

13. PLACE OF

a. INSPECTION: Destination

b. ACCEPTANCE: Destination

14. GOVERNMENT B/L NO.:

15. DELIVER TO F.O.B. POINT ON OR BEFORE *(Date)*:

16. DISCOUNT TERMS:

17. SCHEDULE *(See reverse for Rejections)*

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 825211824 Task Order 6612 Kirtland AFB Fuel Spill Geophysical Log Review This Time and Material Task Order is hereby initiated approving the contractor's Continued ...					

18. SHIPPING POINT:

19. GROSS SHIPPING WEIGHT:

20. INVOICE NO.:

17(h) TOTAL *(Cont. pages)*: $17,947.82

21. MAIL INVOICE TO:

a. NAME: RTP Finance Center

SEE BILLING INSTRUCTIONS ON REVERSE

b. STREET ADDRESS (or P.O. Box): US Environmental Protection Agency
RTP-Finance Center
Mail Drop D143-02
109 TW Alexander Drive

c. CITY: Durham

d. STATE: NC

e. ZIP CODE: 27711

17(i) GRAND TOTAL: $17,947.82

22. UNITED STATES OF AMERICA BY *(Signature)*:

23. NAME *(Typed)*: Derek Davis
TITLE: CONTRACTING/ORDERING OFFICER

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 347 (Rev. 2/2012)
Prescribed by GSA/FAR 48 CFR 53.213(f)

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
02/05/2014	EP-W-12-032	6612

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	proposal dated January 31, 2014 in the amount of $17,947.82. Funding in the amount of $17,947.82 is provided which the contractor is not authorized to exceed. All other terms and conditions remain unchanged and in full force and effect. TOPO: Flora Greene Admin Office: SRRPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3805R Washington DC 20460 Period of Performance: 02/05/2014 to 09/12/2014					
0001	Kirtland AFB Fuel Spill Geophysical Log Review Accounting Info: 14-15-B-06J-303D99-2505---1406JFR003-0 01 BFY: 14 EFY: 15 Fund: B Budget Org: 06J Program (PRC): 303D99 Budget (BOC): 2505 DCN - Line ID: 1406JFR003-001 Funding Flag: Partial Funded: $17,947.82 The obligated amount of award: $17,947.82. The total for this award is shown in box 17(i).				17,947.82	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $17,947.82

Performance Work Statement
Kirtland Air Force Base Fuel Spill Geophysical Log Review

Region 6, Dallas, 1445 Ross Ave, Ste 1200. TX, 75202

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CONTRACT NUMBER: _____
CONTRACT NAME: REPA 5
CONTRACTOR NAME: _____
REGION 6 TASK ORDER NUMBER: 6612

Revised January 22, 2014

I. Title Kirtland Air Force Base Fuel Spill Geophysical Log Review

II. Contract Officer Representatives

EPA Regional Project Officer

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III. Authorization

This Performance Work Statement (PWS) is in accordance with Task 2.2 Field Sampling, of the REPA 5, Zone II Contract SOW.

IV. Period of Performance

The period of performance for this Task Order (TO) is from the date of Contracting Officer (CO) issuance through September 12, 2014.

V. Place of Performance

This task order will include the review of borehole geophysical logs submitted to NMED by the Air Force in reference to the Kirtland Air Force Base (KAFB) Fuel Spill. Upon completion of their review, the contractor will prepare a report detailing their findings.

VI. Background

Kirtland Air Force Base (KAFB) occupies approximately 51,500 acres in southeast Albuquerque and is the sixth largest Air Force installation. In 1999, a leak of jet fuel (JP-8) was discovered in underground pipelines at the Bulk Fuels Facility at KAFB. Oversight of the investigation and cleanup was originally overseen by New Mexico Environment Department (NMED) Ground Water Quality Bureau under the Compliance and Enforcement Program which administers the New Mexico Water Quality Control Commission regulations – the fuel leak was originally viewed as a product release rather than an issue of hazardous waste. Upon further investigation of soil and groundwater contamination, the release was found to also contain JP-4 and aviation gas. Ethylene dibromide (EDB) is a component of aviation gas and is not found in jet fuel. Use of aviation gas in the fuel system terminated in approximately 1975; therefore, the leak started prior to that date. Fuels have percolated down to the drinking water aquifer, 500 feet deep. The dissolved phase plume contains typical petroleum constituents (e.g. benzene) and EDB. The EDB plume extends the farthest, more than 1 mile from the source area. NMED originally estimated the amount of fuel spilled to be 8 million gallons, but more recent NMED estimates are as high as 24 million gallons. Oversight of the fuel spill transferred to the NMED Hazardous Waste Bureau (HWB) in April 2010; the Air Force is now performing RCRA Corrective Action under KAFB's hazardous waste permit and the investigation is progressing faster. During 2011, KAFB installed 78 additional groundwater monitoring wells, but the EDB plume was not delineated to the northeast. In 2012, KAFB completed construction of 3 additional well clusters (9 wells total) to delineate the plume. EDB and other VOCs were not detected in samples collected from these new wells in November 2012. Since 2003, KAFB has used soil vapor extraction (SVE) as an interim measure to remove fuel from the vadose zone below the source area and the fuel product on the water table. KAFB recently constructed two large SVE extraction wells in the highest concentration areas and installed a new SVE treatment system to extract and treat higher volumes of soil vapor. This new system began operating in January 2013. KAFB prepared a plan to pump and treat the groundwater for LNAPL recovery. In December 2011, KAFB installed one recovery well so that pump tests could be performed to design an LNAPL containment system. However, because water levels have risen in response to reduced groundwater use by the City of Albuquerque, the LNAPL is now flooded and much of the LNAPL is presently submerged below the water table.

Geophysical logging is conducted at groundwater monitoring wells, Pneulog wells, and soil vapor monitoring wells at the KAFB Fuel Spill site to define the lithologic and hydrogeologic characteristics of the geologic units. In December 2010, Colog performed the initial geophysical logging at 29 existing wells. Subsequently, Jet West Geophysical Services (Jet West) was contracted in early 2011 to perform the remainder of the geophysical logging at KAFB. Jet West logged KAFB-10624 on March 22, 2011, which was also logged by Colog, as a quality control (QC) measure to ensure the comparability of the geophysical data from both contractors. In a letter dated September 28, 2011, NMED stated concern that the geophysical logs collected by both Colog and Jet West were not calibrated and therefore were not useful. Upon receipt of NMED's letter, KAFB conducted an inquiry and the Colog geophysical data

were reviewed. It was determined that the Colog geophysical data were not calibrated and therefore, should not be used in the investigation. However, KAFB verifies that the Jet West geophysical logs are calibrated and can be used for qualitative analysis and that pre- and post-shop calibrations, as well as daily calibrations, have been documented for all Jet West logging events. In a letter dated February 17, 2012, NMED states that the existing Jet West induction logs are not useful for quantitative or qualitative purposes. The letter gives the following reasons for NMED's stance:

- There should be an order of magnitude difference in the electrical resistivity between the finer upper Unit A and coarser deeper unit B;
- Other boreholes in the area logged at other times by a variety of geophysical contractors exhibit the expected difference and clearly show the difference between Units A and B;
- The Jet West log for Borehole KAFB-10624 exhibited the expected difference in 2009, but not the log generated by the 2011 mobilization;
- The Jet West induction logs do not differentiate between Units A and B, nor do they differentiate between coarser units in Unit B.

NMED's February 17, 2012 letter further elaborates on these reasons. NMED's letter concludes that the Jet West induction logs are unreliable and are not useful and that KAFB must repeat the geophysical logging of the wells.

The geophysical probes used by Jet West include a dual-spaced induction probe and neutron probe, both attached with a natural gamma tool. A description of Jet West's geophysical logging and QC procedures can be found in the KAFB Quarterly Pre-Remedy Monitoring and Site Investigation Report for October – December, 2012. This report also contains all of the logs submitted to NMED up to the date of the report in Appendix M. The Groundwater Investigation Workplan dated March 31, 2011 also provides details on Colog and Jet West's geophysical logging programs.

This task order requires the review of the Colog and Jet West borehole geophysical logs to determine if the logs were calibrated and are useful for determining the subsurface geology.

VII. Objective/Purpose

The purpose of this PWS is to provide an expert(s) in borehole geophysical logging to review the KAFB Fuel Spill borehole geophysical logs prepared by Colog, ~~and~~ Jet West and others to determine if ~~they~~ the Colog and Jet West induction, gamma and neutron logs were properly calibrated and are useful for determining the subsurface geology and porosity.

VIII. Assumptions and Constraints

- The logs to be reviewed are located in the KAFB Quarterly Pre-Remedy Monitoring and Site Investigation Report for October – December, 2012 which can be found on the NMED HWB website. NMED agrees to make other applicable logs available that are not found in this report (approximately eleven). However, after discussions with NMED during the task order kickoff meeting, NMED may provide information on which particular logs to focus on.
- ~~Expert will have experience and be familiar with the subsurface geology of the area.~~

- The review portion under Task 2 will be limited to 80 hours
- Specific questions to be answered are provided under Task 3, but as stated, NMED may have more questions regarding the geophysical logs.
- The EPA will provide electronic copies or links to correspondence between NMED and the Air Force concerning the geophysical logs for the contractor to read prior to the task order kickoff call for additional background information.

IX. Scope

Task 01: Project Management

The contractor shall prepare and solicit bids from sub-contractors and vendors, identify and make arrangements for project staff as required, and perform other general project management duties under this task. This task is *not* intended to include tasks that would be associated with the general cost of doing business. A TO kickoff meeting shall be held after the TO is awarded.

COMPLEXITY LEVEL: Moderately Complex
PERFORMANCE STANDARD: The contractor must identify and utilize personnel, subcontractors, and vendors with the requisite training, ability, and knowledge to perform the other tasks within this task order.
ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 1 will be the performance of staff, subcontractors and vendors to complete the other tasks within this task order.

Task 02: Review of Borehole Geophysical Logs

The contractor shall provide an expert(s) in borehole geophysical logging to review the KAFB Fuel Spill borehole geophysical logs prepared by Colog, ~~and~~ Jet West and others to determine if ~~they~~ the Colog and Jet West logs were properly calibrated and are useful for determining the subsurface geology and porosity. The logs to be reviewed are mostly located in the KAFB Quarterly Pre-Remedy Monitoring and Site Investigation Report for October – December, 2012 which can be found on the NMED HWB website. The NMED will make other applicable logs available that are not found in this report. These other logs were produced by the companies listed below:

- Southwest Geophysical Services, Inc. – KAFB-0505, VA Hospital well, KAFB-15 and KAFB-16 (4 logs)
- USGS – KAFB-0501, KAFB-0503 and the Water Utility Authority Trumbell Well Cluster (3 logs)
- Century Geophysical – KAFB-0517 and KAFB-0518 (2 logs)
- Schlumberger – Water Utility Authority Ridgecrest #5 well (1 log)
- Jet West – 2009 open hole log of KAFB-10624 (1 log)

NMED staff will be included in the task order kickoff meeting that was described in Task 1 so that NMED can further describe the reservations that they have with the borehole geophysical logs which will provide more direction for the contractor to focus their review.

This task of reviewing the borehole geophysical logs shall be limited to 80 hours.

COMPLEXITY LEVEL: Highly complex
PERFORMANCE STANDARD: The expert that will review the borehole geophysical logs shall have the necessary education and experience in borehole geophysical logging to fulfill the purpose of this task order.
ACCEPTABLE LEVEL OF QUALITY: The review shall be of high quality to produce a report of the review findings.

Task 03: Report of Findings

The contractor shall prepare a report of the findings of their review of the borehole geophysical logs that will conclude whether the borehole geophysical logs are calibrated and are useful to determine the subsurface geology.

The review findings shall specifically resolve the following issues and any additional questions that NMED may have about the geophysical logs:

1. The issues defined in NMED's February 17, 2012 letter:
   - There should be an order of magnitude difference in the electrical resistivity between the finer upper Unit A and coarser deeper unit B;
   - Other boreholes in the area logged at other times by a variety of geophysical contractors exhibit the expected difference and clearly show the difference between Units A and B;
   - The Jet West log for Borehole KAFB-10624 exhibited the expected difference in 2009, but not the log generated by the 2011 mobilization;
   - The Jet West induction logs do not differentiate between Units A and B, nor do they differentiate between coarser units in Unit B.
   - ~~Additional questions provided by NMED during the kickoff meeting or by email during the review timeframe.~~
2. Calibration of the gamma and neutron logs
3. Viability of KAFB fuel spill ~~logs~~ neutron logs for estimating porosity; and,
4. Additional questions provided by NMED during the kickoff meeting or by email during the review timeframe.

The Report of Findings will be due within 28 days of the task order kickoff meeting described in Task 1.

COMPLEXITY LEVEL: Highly complex
PERFORMANCE STANDARD: The report shall be written for an audience of environmental scientists and geologists, which may have some experience in geophysical logging, but are not necessarily experts.
ACCEPTABLE LEVEL OF QUALITY: The report shall conform to the conventions for standard written English (spelling, punctuation, usage, etc.) and technical writing.

X. Performance Measures and Quality Assurance

Deliverables shall meet the schedule and cost presented in the task order. Written deliverables shall reflect a good command of the English language, be well-organized, and free of grammatical errors, misspellings and incomplete sentences. As required, written deliverables shall also have high-quality professional graphics. Preparation and printing of materials shall be in accordance with GPO guidelines.

The contractor shall utilize staff with the appropriate level of education and work experience to meet the task order requirements. Contractor staff shall demonstrate a high level of professionalism.

XI. Technical Direction

Technical direction is instruction to the contractor that approves approaches, solutions, designs, or refinements; fills in details; completes the general description of work or documentation items; shifts emphasis among work areas or tasks; or provides similar guidance. It also includes evaluation of contractor performance and comments on deliverables. The TOCOR does not have the authority to issue technical direction which: requires additional work outside the scope, constitutes a change, causes an increase or decrease in the estimated cost, alters the period of performance, or changes any of the other terms or conditions of the contract or TO.

The CO is the only person authorized to make changes to the TO or contract. Any changes to the TO scope, period of performance or deliverable due dates must be approved by the CO in writing.

XII. Schedule of Deliverables

The duplication of more than 5,000 copies of a single page or 25,000 or more total impressions is considered "printing" and, therefore, prohibited. For more information on restrictions relating to deliverables, the Contractor is referred to the EPA Publication Management Guide (EPA-175-K-92-011).

SUMMARY OF DELIVERABLES AND DUE DATES

DELIVERABLES	TASK NO.	NO. OF COPIES*	DUE DATE*
Task Order Kickoff Meeting	Task 1	N/A	After award of task order
Review of Geophysical Logs	Task 2	N/A	After task order kickoff meeting
Report of Findings	Task 3	One (1) hard copy and one (1) Electronic copy	Submit report within 28 days of the task order kickoff meeting

EP-W-012-032 TASK ORDER 6612 MOD SUMMARY

Mod #	Reason For Modification	Award Date	Obligation	Total Amount
BASE		2/5/2014	$17,947.82	$17,947.82
003	Close Out	5/26/2016	($3,598.62)	($3,598.62)
002	Other Administrative Action	4/9/2014	$0.00	$0.00
001	Other Administrative Action	3/12/2014	$0.00	$0.00
				$14,349.20

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF PAGES 3

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER: 07/17/2014	2. CONTRACT NO. (If any): EP-W-12-032
3. ORDER NO.: 6616	4. REQUISITION/REFERENCE NO.: See Schedule

5. ISSUING OFFICE (Address correspondence to):
SRRPOD
US Environmental Protection Agency
Ariel Rios Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

6. SHIP TO:
a. NAME OF CONSIGNEE: Region 6
b. STREET ADDRESS: US Environmental Protection Agency
1445 Ross Avenue
Suite 1200
c. CITY: Dallas | d. STATE: TX | e. ZIP CODE: 75202-2733

7. TO: DONNA TOEROEK
a. NAME OF CONTRACTOR: TOEROEK ASSOCIATES, INC.
b. COMPANY NAME:
c. STREET ADDRESS: 300 UNION BLVD.
SUITE 520
7208984101
d. CITY: LAKEWOOD | e. STATE: CO | f. ZIP CODE: 802281552

f. SHIP VIA:

8. TYPE OF ORDER
☐ a. PURCHASE — REFERENCE YOUR:
Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.
☒ b. DELIVERY
Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

9. ACCOUNTING AND APPROPRIATION DATA: See Schedule

10. REQUISITIONING OFFICE:

11. BUSINESS CLASSIFICATION (Check appropriate box(es))
☒ a. SMALL ☐ b. OTHER THAN SMALL ☐ c. DISADVANTAGED ☐ d. WOMEN-OWNED ☐ e. HUBZone
☐ f. SERVICE-DISABLED VETERAN-OWNED ☐ g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM ☐ h. EDWOSB

12. F.O.B. POINT: Destination

13. PLACE OF		14. GOVERNMENT B/L NO.	15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	16. DISCOUNT TERMS
a. INSPECTION	b. ACCEPTANCE			
Destination	Destination			

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 825211824 Sampling and Analysis Support at the Former Walker Wood Preserving Site Livingston, TX This Time and Material Task Order is hereby initiated approving the contractor's Continued ...					

18. SHIPPING POINT | 19. GROSS SHIPPING WEIGHT | 20. INVOICE NO.

17(h) TOTAL (Cont. pages): $80,725.66

21. MAIL INVOICE TO:

SEE BILLING INSTRUCTIONS ON REVERSE

a. NAME: RTP Finance Center
b. STREET ADDRESS (or P.O. Box): US Environmental Protection Agency
RTP-Finance Center
Mail Drop D143-02
109 TW Alexander Drive
c. CITY: Durham | d. STATE: NC | e. ZIP CODE: 27711

17(i) GRAND TOTAL: $80,725.66

22. UNITED STATES OF AMERICA BY (Signature): 07/17/2014 — ELECTRONIC SIGNATURE

23. NAME (Typed): Derek Davis
TITLE: CONTRACTING/ORDERING OFFICER

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
07/17/2014	EP-W-12-032	6616

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	proposal dated June 30, 2014 in the amount of $80,725.66. Funding in the amount of $76,264.72 is provided which the contractor is not authorized to exceed. All other terms and conditions remain unchanged and in full force and effect. TOPO: Flora Greene Admin Office: SRRPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3805R Washington DC 20460 Period of Performance: 07/17/2014 to 09/12/2014					
0001	Sampling and Analysis Support at the Former Walker Wood Preserving Site Livingston, TX Requisition No: PR-R6-14-00016, PR-R6-14-00081, PR-R6-14-00082, PR-R6-14-00170 Accounting Info: 14-15-B-06J-303D99-2505-1406JCR002-001 BFY: 14 EFY: 15 Fund: B Budget Org: 06J Program (PRC): 303D99 Budget (BOC): 2505 DCN - Line ID: 1406JCR002-001 Funding Flag: Partial Funded: $20,056.49 Accounting Info: 14-15-B-06J-303D99-2505-1406JCR003-001 BFY: 14 EFY: 15 Fund: B Budget Org: 06J Program (PRC): 303D99 Budget (BOC): 2505 DCN - Line ID: 1406JCR003-001 Funding Flag: Partial Funded: $37,825.05 Accounting Info: 13-14-B-06J-302DA1-2505-1406JFR004-001 BFY: 13 EFY: 14 Fund: B Budget Org: 06J Program (PRC): 302DA1 Budget (BOC): 2505 DCN - Line ID: 1406JFR004-001 Continued ...				80,725.66	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $80,725.66

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
07/17/2014	EP-W-12-032	6616

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	Funding Flag: Partial Funded: $11,331.00 Accounting Info: 14-15-B-06J-303D99-2505-1406JFR003-001 BFY: 14 EFY: 15 Fund: B Budget Org: 06J Program (PRC): 303D99 Budget (BOC): 2505 DCN - Line ID: 1406JFR003-001 Funding Flag: Partial Funded: $7,052.18 The obligated amount of award: $76,264.72. The total for this award is shown in box 17(i).					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $0.00

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CONTRACT NUMBER: EP-W-12-032
CONTRACT NAME: REPA 5
REGION 6 TASK ORDER NUMBER: 6616

Revised: September 15, 2014

I. Title Hale Dusting Soil and Groundwater Sampling Robstown, Texas

II. Contract Officer Representatives

EPA Regional Project Officer

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EPA Co-Task Order Contract Officer Representative (Co-TOCOR)

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III. Authorization

This Performance Work Statement (PWS) is in accordance with Task 2, Field Oversight, Inspection, Sampling and Analysis, Subparagraph 2.2 Field Sampling, of the REPA 5 Zone III Contract SOW.

IV. Period of Performance

The period of performance for this Task Order (TO) is from the date of Contracting Officer issuance through November 30, 2014.

V. Background

Hale Dusting

Hale Dusting Service (Hale) is an aerial chemicals spray application business located in Nueces County, six miles west of Robstown and a mile and a half north of Highway 44. The entire Hale Dusting site is currently approximately 70 acres. The majority of the site is farmland. The southeast corner of the site contains an office, hanger, storage building, and surface impoundment.

A portion of the site was purchased in 1964 from an unnamed oil company. At the time of purchase, there was an active surface impoundment that was used for the disposal of wastes. From 1964 to March 1985, Hale used the surface impoundment for the evaporation of pesticide residue wastewater. Hale supposedly only used a small portion of the impoundment for disposal; however, rainfall over the years has spread pesticide residues through the entire area.

Other potential historical sources of contamination on the site include the plane wash pad drainage areas, former underground fuel storage tanks and former aboveground pesticide storage tanks. Four (4) underground storage tanks were at the site, however, they have all reportedly been removed from the ground, the final two (2) in 2007. The aboveground pesticide storage tanks were located southeast of the office in the southeast corner of the site. The concrete tank supports are still in place.

Several investigations have been conducted at the site since 1985, involving soil sampling and the installation of six (6) monitoring wells. Pesticides and arsenic have been detected in soil. Only one monitoring well was historically sampled for pesticides. In 1995, all of the monitoring wells were sampled and the groundwater analyzed for total and dissolved arsenic. Total arsenic was detected in all of the wells in concentrations that exceed TRRP Protective Concentration Levels (PCL) for groundwater ingestion ($^{GW}GW_{Ing}$) of 0.010 mg/L.

In February 2010, EPA Region 6 personnel gauged and sampled all six (6) of the monitor wells. The groundwater samples were sent to the EPA Region 6 Houston Laboratory to be analyzed for BTEX, RCRA 8 metals, and a list of pesticides. Analytical results were compared to TCEQ TRRP commercial/industrial assessment levels for Class 1 groundwater. Arsenic, Atrazine, and Toxaphene concentrations exceeded the assessment levels.

In May 2010, EPA Region 6 installed 2 additional wells, as well as collecting soil samples from 40 locations around the site. Soil samples were to a total depth of 1 ft. The soil samples were analyzed for RCRA 8 metals and a list of pesticides. Analytical results were compared to TCEQ TRRP Residential Surface Soil levels. Arsenic, Barium, Cadmium, Lead, Mercury, 4,4'-DDD, 4,4'-DDE, 4,4'-DDT, Endrin, Toxaphene, Atrazine, 7,12-Dimethylbenz(a)anthracene, Benzo(a)anthracene, Benzo(a)pyrene, Benzo(b)fluoranthrene, Dibenzo(a,h)anthracene, and Disulfoton concentrations exceeded the assessment levels.

EPA Contractors again visited the site in June 2011 to conduct groundwater sampling, a well survey, and perform a well yield test. Arsenic exceeded the TCEQ TRRP PCL in wells MW1, MW3, MW4, MW5, MW7 and MW8. Toxaphene was also above the PCL in MW1, MW3, MW5 and MW7.

In May 2012, EPA Region 6 installed two additional monitoring wells on the site. A third was scheduled to be installed on an adjacent property downgradient from the site, but installation was cancelled due to a ruptured water line. All nine (9) monitoring wells on the site were sampled.

In August 2013, the previously cancelled monitoring well was installed on the property. The well was drilled in the southeast corner of the property near historical underground petroleum storage tanks. A PID reading of 165 ppm was recorded during installation, leading EPA to direct the property owner to self-report to the TCEQ LPST program. Additionally all ten (10) monitoring wells on site were sampled.

VI. Objective/Purpose

The purpose of this Performance Work Statement is to support EPA Region 6 in meeting its goals and program objectives and obtain contractor support in having groundwater sampled and the plume at the facility better defined. The groundwater sampling will provide EPA and TCEQ with additional groundwater analytical data to determine whether groundwater contaminant concentrations exceed risk based assessment levels. The soils at the site need to be sampled to determine the extent of contamination areas in order to determine what surface soil may be consolidated into the surface impoundment on site prior to capping.

VII. Assumptions and Constraints

Hale Dusting

- There will be a minimum of 1 conference call prior to field work, calls at the conclusion of the field work will be on a need basis for discussion of reports, analytical results, etc;
- A right of entry will be prepared prior to beginning field work;
- Tables 1 and 2 contain lists of past contaminant detections in soil and groundwater respectively;
- Investigation derived waste (IDW), including purge water, will be stored at the Hale Dusting site near the facility offices until disposal;
- If acceptable to the disposal company, the analytical results for the groundwater samples will be used for waste classification of the purge water. Efforts should be made to segregate and clearly label the drums such that those with predicted greatest levels of contaminants are separated from those with lower levels of predicted contaminants. Disposable sampling equipment (bailers, tubing, etc.) will be disposed of as municipal waste;
- EPA Houston Lab will be used for groundwater and surface soil sample analysis on this project. The contractor should follow the appropriate requirements when using the EPA lab including using lab sample tags, using Scribe for documentation, shipping samples overnight, and observing lab closure on weekends;
- EPA staff will compile the analytical results for the samples collected during this task. Therefore, tables of analytical results are not required from the contractor;

- Field work is anticipated to begin in late June or early July; all work including disposal of IDW, reports, etc will be complete by November 30.

VIII. Scope

Task 1: Project Management

The contractor shall prepare and solicit bids from sub-contractors and vendors, identify and make arrangements for project staff as required, and perform other general project management duties under this task. This task is *not* intended to include tasks that would be associated with the general cost of doing business.

COMPLEXITY LEVEL: Moderately Complex
PERFORMANCE STANDARD: The contractor must identify and utilize personnel, subcontractors, and vendors with the requisite training, ability, and knowledge to perform the other tasks within this task order.
ACCEPTABLE LEVEL OF QUALITY: The measurement for Task 1 will be acceptable performance of staff, subcontractors and vendors during the sampling and documentation of the project.

Task 2: Preparation of Combined Quality Assurance Project Plan (QAPP) and Field Sampling and Analysis Plan and Health and Safety Plan

The contractor shall prepare a site-specific combined Quality Assurance Project Plan (QAPP) and Field Sampling and Analysis Plan following the Uniform Federal Policy (UFP) for implementing Environmental Quality Systems for Hale Dusting. The UFP-QAPP will address all tasks in this Task Order. The contractor shall prepare the UFP-QAPP to present the overall project description, project organization, responsibilities, and objectives associated with the sampling and analysis to be conducted. The UFP-QAPP shall comply with all quality assurance requirements, and scoping meetings shall be held as part of plan preparation. The contractor shall be prepared to make one revision to the UFP-QAPP as necessary. The UFP-QAPP shall include a clear description of data verification and validation plans and procedures. More information on the UFP-QAPP can be found at http://www2.epa.gov/sites/production/files/documents/part2ufp_wbk_0305.pdf.

The contractor shall also prepare a Health and Safety Plan (HSP) for the site regarding the work to be performed, taking into account the type of samples to be collected and the nature of the working conditions. The HSP shall address all applicable regulatory requirements; discuss personnel responsibilities, protective equipment, health and safety procedures and protocols, decontamination procedures, personnel training, and type and extent of medical surveillance. The HSP shall identify potential problems or hazards (known and unknown) that may be encountered and how these are to be addressed.

The draft UFP-QAPP shall be submitted to the TOCOR electronically at least 14 calendar days prior to beginning field activities. The TOCOR will review the draft UFP-QAPP and either approve the UFP-QAPP as is or provide comments on the draft UFP-QAPP. The final UFP-QAPP with signatures and the HSP shall be submitted to the TOCOR in electronic format prior to beginning field activities.

COMPLEXITY LEVEL: Moderately Complex
PERFORMANCE STANDARD: The contractor shall develop a UFP-QAPP to meet the goals and objectives of this Task Order. The plan must be developed using data quality objectives, the systematic planning process, and related processes presented in Agency quality assurance guidance and policy. The UFP-QAPP must undergo reviews and approval by EPA. The plan must contain all information detailed in the UFP-QAPP manual under the four basic element groups: Project Management Objectives, Measurement/Data Acquisition, Assessment/Oversight, and Data Review. The graded approach may be used to address elements as specified in the UFP-QAPP manual. (The graded approach is the process of establishing the project requirements and level of effort according to the intended use of the results and the degree of confidence needed in the quality of results). The worksheets specified in the UFP-QAPP manual, Table 2, must be provided with the required information. The UFP-QAPP must be complete, technically accurate, and meet the requirements of the UFP-QAPP manual.
ACCEPTABLE LEVEL OF QUALITY: The measures of quality for Task 2 are EPA quality assurance policy, procedures, and specifications for quality assurance project plans. The acceptable level of quality for the UFP-QAPP is consistency with EPA quality assurance policy, procedures, and specifications.

Task 3: Groundwater and Soil Sampling

Groundwater Sampling

- The contractor shall gauge the depth to water and total depth of the ten (10) onsite monitor wells (MW-1, MW-3, MW-4, MW-5, MW-6, MW-7, MW-8, MW-9, MW-10, and MW-11A) to an accuracy of one one-hundredth of a foot (0.01 ft) prior to beginning sampling so that the data can be used for determining the groundwater gradient;
- The contractor shall sample groundwater from the ten (10) monitor wells using low-flow purging/sampling methods;
- The groundwater samples shall be analyzed for total RCRA 8 metals (methods 6020/7470A), organophosphorous pesticides (method 8141A), organochlorine pesticides (method 8081A), semi-volatile organic compounds (SVOCs) (method 8270D), volatile organic compounds (VOCs) (method 8260), and lead scavengers (EDB and 1,2-DCA) (methods 504.1/8260B);
- The contractor shall collect QA/QC samples;
- Samples must be decontaminated/disposed between samples;
- The contractor shall prepare all sample containers with appropriate preservatives and provide for shipment (following all chain of custody procedures);

- Sample analysis will be conducted by the EPA Houston Lab;
- The contractor shall provide drums so that any purge water or decontamination water can be containerized until analyses can determine the proper disposal of these materials;
- The contractor will be responsible for moving the drums to the staging area, characterization of the IDW, and disposal of the waste within 60 days;
- A summary of all the samples to be collected is provided in Exhibit A.

Soil Sampling

- The contractor shall collect forty-one (41) surface soil samples at 0 – 6 inches below ground surface (bgs) in the proposed locations indicated on the attached Figure 1. (41 total soil samples plus QA/QC samples);
- The contractor shall install sixteen (16) soil borings to 5 feet bgs in the proposed locations indicated on the attached Figure 1 and collect samples from the soil borings at 0 – 6 inches bgs and 4 – 5 feet bgs. (32 total soil samples plus QA/QC samples);
- The contractor shall install three (3) soil borings to 15 feet bgs in the proposed locations indicated on the attached Figure 1 and collect samples from the soil borings at 0 – 6 inches bgs, 4 – 5 feet bgs, 9 – 10 feet bgs, and 14 – 15 feet bgs. (12 total soil samples plus QA/QC samples);
- Care shall be taken to eliminate gravel or pebbles greater than half of an inch and organic matter from the sample;
- Sample locations shall be documented using Global Position System (GPS) or some similar position locating device;
- Samples shall be described using the Unified Soil Classification (ASTM D 2488).
- The contractor shall collect QA/QC samples;
- Sample equipment must be decontaminated/disposed between samples;
- The contractor shall prepare all sample containers with appropriate preservatives, and provide for shipment (following all chain of custody procedures).
- Analysis shall include organophosphorous pesticides (method 8141A), organochlorine pesticides (method 8081A), RCRA 8 metals (methods 6020/7471), and semivolatile organic compounds (method 8270);
- Surface soil sample analysis will be conducted by the EPA Houston Lab;
- Analysis of soil boring samples will need to be conducted by an outside lab;
- A summary of all the samples to be collected is provided in Exhibit A**;**
- The contractor will be responsible for characterization of the IDW and disposal of the waste within 60 days.

COMPLEXITY LEVEL: Moderately Complex
PERFORMANCE STANDARD: The contractor must provide the field sampling and analysis services according to the schedule provided and must be conducted according to standard government and industry practices for sampling and analysis following the field and laboratory specifications and criteria contained in the UFP-QAPP. Analytical

data must meet the quality criteria specified in the UFP-QAPP and meet project quality objectives as determined by data review.
ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 3 will be analytical data review.

Task 4: Analytical Data Results

Analytical results shall be received from the EPA Houston Lab and the subcontracted lab within 30 calendar days of completion of the field related sampling activity. EPA will be responsible for compiling analytical results.

COMPLEXITY LEVEL: Less Complex
PERFORMANCE STANDARD: The contractor must provide the analytical services according to the schedule provided. Analytical data must meet the quality criteria specified in the UFP-QAPP and must meet project quality objectives as determined by data review.
ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 4 will be data review. The acceptable level of quality for Task 4 is 100% usable data.

Task 5: Trip Report

The contractor shall prepare a trip report and submit a draft version to the TOCOR within 30 calendar days of completion of field activities. The TOCOR will review the draft trip report and will either approve the report as is or provide comments on the draft report. The final trip report shall be submitted to the TOCOR in electronic format within 14 calendar days of receipt of the TOCOR's approval of or comments on the draft report.

The trip report should contain at a minimum the following:

- Short description of the objectives and methodology of the sampling event;
- Discussion about any problems encountered during the field events and deviations from the sampling and analysis plan (UFP-QAPP);
- Personnel participating in the field events and regulatory agency staff onsite during field events;
- A table of groundwater gauging data including depth to water and total depth measurements from the monitor wells;
- A table which includes information about each sample (sample id, sample location, sample date/time, analyses);
- Tables (for each monitor well sampled) of groundwater parameters and other information monitored during low-flow purging including: approximate depth to pump intake, time, depth to water, flow rate, pH, temperature, specific conductance, oxidation-reduction potential, dissolved oxygen, and turbidity;
- Table of GPS location data for each soil sample and soil boring;

- Information on investigation derived waste (approximate volume of waste and number of drums, staging area, disposal plans/information);
- Chain-of-custody documentation;
- Field notes;
- Photographic log of the sampling event.

COMPLEXITY LEVEL: Less Complex
PERFORMANCE STANDARD: Report must be well organized, clear, and contain a first-hand account of detailed field activities (a professionally written report).
ACCEPTABLE LEVEL OF QUALITY: The source of measurements for Task 5 is conventions for standard written English (spelling, punctuation, usage, etc.) and technical writing. The report must conform to standard conventions and be professionally written.

IX. Performance Measures and Quality Assurance

The contractor shall be adequately prepared before going into the field including but not limited to: appropriate field staff with required training and knowledge, appropriate field equipment, and familiarity with site conditions and requirements of the QAPP. The contractor shall use detailed logbooks and photographs to support observations and activities in the field.

The contractor shall coordinate and integrate all activity needed to provide the required support (e.g., problem identification/resolution strategy, responses to inquiries, and/or technical, service, administrative issues, etc.) in a timely, complete and effective manner. The contractor shall use quality assurance monitoring tools to ensure technical support and deliverables meet contract and task order requirements.

Deliverables should be of sufficient quality to document the type and location of all samples taken in the field. Deliverables or technical support shall demonstrate that relevant information and documentation was considered when developing field sampling reports. Deliverables shall include the rationale behind any findings, conclusions or recommendations.

Deliverables shall meet the schedule and cost presented in the task order. Written deliverables shall reflect a good command of the English language, be well-organized, and free of grammatical errors, misspellings and incomplete sentences. As required, written deliverables shall also have high-quality professional graphics. Preparation and printing of materials shall be in accordance with GPO guidelines.

The contractor shall utilize staff with the appropriate level of education and work experience to meet the task order requirements. Specialized and/or expert staff must meet the minimum requirements as identified in the individual task orders. Contractor staff shall demonstrate a high level of professionalism.

X. Technical Direction

The TOCOR is authorized to provide technical direction, which clarifies the PWS. Technical direction must be within the scope of the contract and the TO. Technical direction is instruction to the contractor that approves approaches, solutions, designs, or refinements; fills in details; completes the general description of work or documentation items; shifts emphasis among work areas or tasks; or provides similar guidance. It includes evaluation of contractor performance and comments on deliverables.

The TOCOR shall issue technical direction in writing or confirm in writing within five (5) calendar days after verbal issuance. The TOCOR shall forward copies of the technical direction to the Contracting Officer (CO) and RTOCOR.

The CO is the only person authorized to make changes to the TO or contract. Any changes to the TO scope, period of performance or deliverable due dates must be approved by the CO in writing.

XI. Schedule of Deliverables

The duplication of more than 5,000 copies of a single page or 25,000 or more total impressions is considered "printing" and, therefore, prohibited. For more information on restrictions relating to deliverables, the Contractor is referred to the EPA Publication Management Guide (EPA-175-K-92-011).

SUMMARY OF DELIVERABLES AND DUE DATES

DELIVERABLES	TASK NO.	NO. OF COPIES*	DUE DATE*
UFP-QAPP and HSP	Task 2	Draft QAPP – electronic	Submit draft UFP-QAPP 14 days prior to beginning field activities.
		Final QAPP and HSP – electronic	Submit final UFP-QAPP and HSP prior to beginning field activities.
Soil and Groundwater sampling	Task 3	N/A	Field activities will be scheduled.

Analytical data results	Task 4	N/A	Reports will be received directly from EPA Houston Lab and subcontracted lab.
Waste Disposal	Task 3	N/A	All wastes shall be disposed of within 60 days of the conclusion of well installation
Trip report	Task 5	Draft – electronic Final – electronic	Submit draft Trip Report within 30 days of completion of field activities. Submit final Trip Report within 14 days of receiving TOCOR's approval/comments on draft Trip Report.

*Notes:
Electronic copies should be in **pdf format**.
All days are calendar days unless otherwise specified.
All reports to be double sided and spiral or otherwise bound.

Exhibit A
Summary of Samples to be Collected

Hale Dusting

Sample Description	Number of Samples	Analyses
Monitor Wells (MW-1, MW-3, MW-4, MW-5, MW-6, MW-7 and MW-8, MW-9, MW-10, MW-11A)	10	RCRA metals, organophosphorous pesticides, organochlorine pesticides, SVOCs, VOCs, and lead scavengers
Field Duplicate	1	RCRA metals, organophosphorous pesticides, organochlorine pesticides, SVOCs, VOCs, and lead scavengers
Equipment Blank	1	RCRA metals, organophosphorous pesticides, organochlorine pesticides, SVOCs, VOCs, and lead scavengers
MS/MSD	TBD	RCRA metals, organophosphorous pesticides, organochlorine pesticides, SVOCs, VOCs, and lead scavengers
Field Blank	TBD	RCRA metals, organophosphorous pesticides, organochlorine pesticides, SVOCs, VOCs, and lead scavengers
Surface Soil	41	RCRA metals, organophosphorous pesticides, organochlorine pesticides, and SVOCs
Shallow Soil	32	RCRA metals, organophosphorous pesticides, organochlorine pesticides, and SVOCs
Deep Soil	12	RCRA metals, organophosphorous pesticides, organochlorine pesticides, and SVOCs
Field Duplicate	1	RCRA metals, organophosphorous pesticides, organochlorine pesticides, and SVOCs
Equipment Blank	1	RCRA metals, organophosphorous pesticides, organochlorine pesticides, and SVOCs
MS/MSD	TBD	RCRA metals, organophosphorous pesticides, organochlorine pesticides, and SVOCs
Field Blank	TBD	RCRA metals, organophosphorous pesticides, organochlorine pesticides, and SVOCs

Figure 1
Soil Sampling Plan

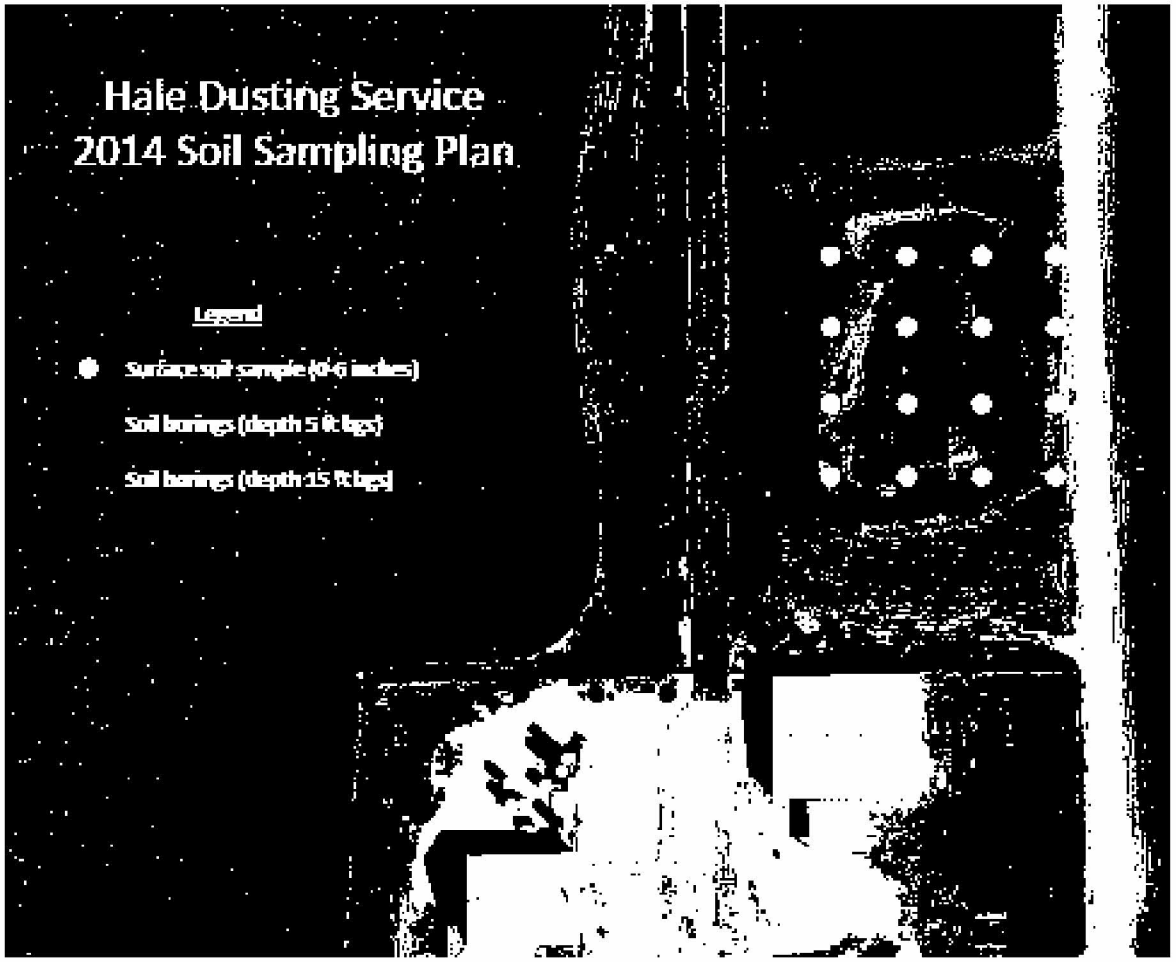

Table 1
List of Past Soil Contaminant Detections

RCRA 8 Metals w/ Mercury
Arsenic
Barium
Cadmium
Lead
Mercury
Organochlorine Pesticides
4,4'-DDD
4,4'-DDE
4,4'-DDT
Endrin
Toxaphene
Organophosphorous Pesticides
Atrazine
SVOCs
Benzo[a]anthracene
Benzo[a]pyrene
Benzo[b]fluoranthene
Disulfoton
Indeno[1,2,3-cd]pyrene

List of Past Groundwater Contaminant Detections

RCRA 8 Metals w/ Mercury
Arsenic
Barium
Chromium
Lead
Selenium
Organochlroine Pesticides
α-BHC
β-BHC
δ-BHC
4,4'-DDD
Endosulfan II
Endrin
Endrin ketone
Organophosphorous Pesticides
Atrazine
SVOCs
Bis(2-ethylhexyl)phthalate
Butyl benzyl phthalate
2-Chlorophenol
Dibenzofuran
Di-n-butyl phthalate
Diethyl phthalate
2,4-Dimethylphenol
2-Methylnaphthalene
Naphthalene
Phenanthrene
2,4,5-Trichlorophenol
VOCs
Benzene
Carbon Disulfide
Ethylbenzene
Toluene
Xylenes, Total

Table 2

EP-W-012-032 TASK ORDER 6612 MOD SUMMARY

Mod #	Reason For Modification	Award Date	Obligation	Total Amount
BASE		2/5/2014	$17,947.82	$17,947.82
003	Close Out	5/26/2016	($3,598.62)	($3,598.62)
002	Other Administrative Action	4/9/2014	$0.00	$0.00
001	Other Administrative Action	3/12/2014	$0.00	$0.00
				$14,349.20

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF PAGES 3

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER: 07/17/2014	2. CONTRACT NO. (If any): EP-W-12-032
3. ORDER NO.: 6616	4. REQUISITION/REFERENCE NO.: See Schedule

5. ISSUING OFFICE (Address correspondence to):
SRRPOD
US Environmental Protection Agency
Ariel Rios Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

6. SHIP TO:
a. NAME OF CONSIGNEE: Region 6
b. STREET ADDRESS: US Environmental Protection Agency
1445 Ross Avenue
Suite 1200
c. CITY: Dallas | d. STATE: TX | e. ZIP CODE: 75202-2733

7. TO: DONNA TOEROEK
a. NAME OF CONTRACTOR: TOEROEK ASSOCIATES, INC.
b. COMPANY NAME:
c. STREET ADDRESS: 300 UNION BLVD.
SUITE 520
7208984101
d. CITY: LAKEWOOD | e. STATE: CO | f. ZIP CODE: 802281552

f. SHIP VIA:

8. TYPE OF ORDER
☐ a. PURCHASE — REFERENCE YOUR:
Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.
☒ b. DELIVERY
Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

9. ACCOUNTING AND APPROPRIATION DATA: See Schedule

10. REQUISITIONING OFFICE:

11. BUSINESS CLASSIFICATION (Check appropriate box(es))
☒ a. SMALL ☐ b. OTHER THAN SMALL ☐ c. DISADVANTAGED ☐ d. WOMEN-OWNED ☐ e. HUBZone
☐ f. SERVICE-DISABLED VETERAN-OWNED ☐ g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM ☐ h. EDWOSB

12. F.O.B. POINT: Destination

13. PLACE OF		14. GOVERNMENT B/L NO.	15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	16. DISCOUNT TERMS
a. INSPECTION	b. ACCEPTANCE			
Destination	Destination			

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 825211824 Sampling and Analysis Support at the Former Walker Wood Preserving Site Livingston, TX This Time and Material Task Order is hereby initiated approving the contractor's Continued ...					

18. SHIPPING POINT | 19. GROSS SHIPPING WEIGHT | 20. INVOICE NO.

17(h) TOTAL (Cont. pages): $80,725.66

21. MAIL INVOICE TO:

SEE BILLING INSTRUCTIONS ON REVERSE

a. NAME: RTP Finance Center
b. STREET ADDRESS (or P.O. Box): US Environmental Protection Agency
RTP-Finance Center
Mail Drop D143-02
109 TW Alexander Drive
c. CITY: Durham | d. STATE: NC | e. ZIP CODE: 27711

17(i) GRAND TOTAL: $80,725.66

22. UNITED STATES OF AMERICA BY (Signature): 07/17/2014 — ELECTRONIC SIGNATURE

23. NAME (Typed): Derek Davis
TITLE: CONTRACTING/ORDERING OFFICER

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
07/17/2014	EP-W-12-032	6616

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	proposal dated June 30, 2014 in the amount of $80,725.66. Funding in the amount of $76,264.72 is provided which the contractor is not authorized to exceed. All other terms and conditions remain unchanged and in full force and effect. TOPO: Flora Greene Admin Office: SRRPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3805R Washington DC 20460 Period of Performance: 07/17/2014 to 09/12/2014					
0001	Sampling and Analysis Support at the Former Walker Wood Preserving Site Livingston, TX Requisition No: PR-R6-14-00016, PR-R6-14-00081, PR-R6-14-00082, PR-R6-14-00170 Accounting Info: 14-15-B-06J-303D99-2505-1406JCR002-001 BFY: 14 EFY: 15 Fund: B Budget Org: 06J Program (PRC): 303D99 Budget (BOC): 2505 DCN - Line ID: 1406JCR002-001 Funding Flag: Partial Funded: $20,056.49 Accounting Info: 14-15-B-06J-303D99-2505-1406JCR003-001 BFY: 14 EFY: 15 Fund: B Budget Org: 06J Program (PRC): 303D99 Budget (BOC): 2505 DCN - Line ID: 1406JCR003-001 Funding Flag: Partial Funded: $37,825.05 Accounting Info: 13-14-B-06J-302DA1-2505-1406JFR004-001 BFY: 13 EFY: 14 Fund: B Budget Org: 06J Program (PRC): 302DA1 Budget (BOC): 2505 DCN - Line ID: 1406JFR004-001 Continued ...				80,725.66	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $80,725.66

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
07/17/2014	EP-W-12-032	6616

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	Funding Flag: Partial Funded: $11,331.00 Accounting Info: 14-15-B-06J-303D99-2505-1406JFR003-001 BFY: 14 EFY: 15 Fund: B Budget Org: 06J Program (PRC): 303D99 Budget (BOC): 2505 DCN - Line ID: 1406JFR003-001 Funding Flag: Partial Funded: $7,052.18 The obligated amount of award: $76,264.72. The total for this award is shown in box 17(i).					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $0.00

==========

CONTRACT NUMBER: EP-W-12-032
CONTRACT NAME: REPA 5
REGION 6 TASK ORDER NUMBER: 6616

Revised: September 15, 2014

I. Title Hale Dusting Soil and Groundwater Sampling Robstown, Texas

II. Contract Officer Representatives

EPA Regional Project Officer

FLORA GREENE
M/S 6PD-M
greene.flora@epa.gov
Work: (214) 665-8428

EPA Task Order Contract Officer Representative (TOCOR)

Cameron Balch
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Work: (214) 665-7553

EPA Co-Task Order Contract Officer Representative (Co-TOCOR)

Tara Hubner
M/S 6PD-F
hubner.tara@epa.gov
Work: (214) 665-7246

III. Authorization

This Performance Work Statement (PWS) is in accordance with Task 2, Field Oversight, Inspection, Sampling and Analysis, Subparagraph 2.2 Field Sampling, of the REPA 5 Zone III Contract SOW.

IV. Period of Performance

The period of performance for this Task Order (TO) is from the date of Contracting Officer issuance through November 30, 2014.

V. Background

Hale Dusting

Hale Dusting Service (Hale) is an aerial chemicals spray application business located in Nueces County, six miles west of Robstown and a mile and a half north of Highway 44. The entire Hale Dusting site is currently approximately 70 acres. The majority of the site is farmland. The southeast corner of the site contains an office, hanger, storage building, and surface impoundment.

A portion of the site was purchased in 1964 from an unnamed oil company. At the time of purchase, there was an active surface impoundment that was used for the disposal of wastes. From 1964 to March 1985, Hale used the surface impoundment for the evaporation of pesticide residue wastewater. Hale supposedly only used a small portion of the impoundment for disposal; however, rainfall over the years has spread pesticide residues through the entire area.

Other potential historical sources of contamination on the site include the plane wash pad drainage areas, former underground fuel storage tanks and former aboveground pesticide storage tanks. Four (4) underground storage tanks were at the site, however, they have all reportedly been removed from the ground, the final two (2) in 2007. The aboveground pesticide storage tanks were located southeast of the office in the southeast corner of the site. The concrete tank supports are still in place.

Several investigations have been conducted at the site since 1985, involving soil sampling and the installation of six (6) monitoring wells. Pesticides and arsenic have been detected in soil. Only one monitoring well was historically sampled for pesticides. In 1995, all of the monitoring wells were sampled and the groundwater analyzed for total and dissolved arsenic. Total arsenic was detected in all of the wells in concentrations that exceed TRRP Protective Concentration Levels (PCL) for groundwater ingestion ($^{GW}GW_{Ing}$) of 0.010 mg/L.

In February 2010, EPA Region 6 personnel gauged and sampled all six (6) of the monitor wells. The groundwater samples were sent to the EPA Region 6 Houston Laboratory to be analyzed for BTEX, RCRA 8 metals, and a list of pesticides. Analytical results were compared to TCEQ TRRP commercial/industrial assessment levels for Class 1 groundwater. Arsenic, Atrazine, and Toxaphene concentrations exceeded the assessment levels.

In May 2010, EPA Region 6 installed 2 additional wells, as well as collecting soil samples from 40 locations around the site. Soil samples were to a total depth of 1 ft. The soil samples were analyzed for RCRA 8 metals and a list of pesticides. Analytical results were compared to TCEQ TRRP Residential Surface Soil levels. Arsenic, Barium, Cadmium, Lead, Mercury, 4,4'-DDD, 4,4'-DDE, 4,4'-DDT, Endrin, Toxaphene, Atrazine, 7,12-Dimethylbenz(a)anthracene, Benzo(a)anthracene, Benzo(a)pyrene, Benzo(b)fluoranthrene, Dibenzo(a,h)anthracene, and Disulfoton concentrations exceeded the assessment levels.

EPA Contractors again visited the site in June 2011 to conduct groundwater sampling, a well survey, and perform a well yield test. Arsenic exceeded the TCEQ TRRP PCL in wells MW1, MW3, MW4, MW5, MW7 and MW8. Toxaphene was also above the PCL in MW1, MW3, MW5 and MW7.

In May 2012, EPA Region 6 installed two additional monitoring wells on the site. A third was scheduled to be installed on an adjacent property downgradient from the site, but installation was cancelled due to a ruptured water line. All nine (9) monitoring wells on the site were sampled.

In August 2013, the previously cancelled monitoring well was installed on the property. The well was drilled in the southeast corner of the property near historical underground petroleum storage tanks. A PID reading of 165 ppm was recorded during installation, leading EPA to direct the property owner to self-report to the TCEQ LPST program. Additionally all ten (10) monitoring wells on site were sampled.

VI. Objective/Purpose

The purpose of this Performance Work Statement is to support EPA Region 6 in meeting its goals and program objectives and obtain contractor support in having groundwater sampled and the plume at the facility better defined. The groundwater sampling will provide EPA and TCEQ with additional groundwater analytical data to determine whether groundwater contaminant concentrations exceed risk based assessment levels. The soils at the site need to be sampled to determine the extent of contamination areas in order to determine what surface soil may be consolidated into the surface impoundment on site prior to capping.

VII. Assumptions and Constraints

Hale Dusting

- There will be a minimum of 1 conference call prior to field work, calls at the conclusion of the field work will be on a need basis for discussion of reports, analytical results, etc;
- A right of entry will be prepared prior to beginning field work;
- Tables 1 and 2 contain lists of past contaminant detections in soil and groundwater respectively;
- Investigation derived waste (IDW), including purge water, will be stored at the Hale Dusting site near the facility offices until disposal;
- If acceptable to the disposal company, the analytical results for the groundwater samples will be used for waste classification of the purge water. Efforts should be made to segregate and clearly label the drums such that those with predicted greatest levels of contaminants are separated from those with lower levels of predicted contaminants. Disposable sampling equipment (bailers, tubing, etc.) will be disposed of as municipal waste;
- EPA Houston Lab will be used for groundwater and surface soil sample analysis on this project. The contractor should follow the appropriate requirements when using the EPA lab including using lab sample tags, using Scribe for documentation, shipping samples overnight, and observing lab closure on weekends;
- EPA staff will compile the analytical results for the samples collected during this task. Therefore, tables of analytical results are not required from the contractor;

- Field work is anticipated to begin in late June or early July; all work including disposal of IDW, reports, etc will be complete by November 30.

VIII. Scope

Task 1: Project Management

The contractor shall prepare and solicit bids from sub-contractors and vendors, identify and make arrangements for project staff as required, and perform other general project management duties under this task. This task is *not* intended to include tasks that would be associated with the general cost of doing business.

COMPLEXITY LEVEL: Moderately Complex
PERFORMANCE STANDARD: The contractor must identify and utilize personnel, subcontractors, and vendors with the requisite training, ability, and knowledge to perform the other tasks within this task order.
ACCEPTABLE LEVEL OF QUALITY: The measurement for Task 1 will be acceptable performance of staff, subcontractors and vendors during the sampling and documentation of the project.

Task 2: Preparation of Combined Quality Assurance Project Plan (QAPP) and Field Sampling and Analysis Plan and Health and Safety Plan

The contractor shall prepare a site-specific combined Quality Assurance Project Plan (QAPP) and Field Sampling and Analysis Plan following the Uniform Federal Policy (UFP) for implementing Environmental Quality Systems for Hale Dusting. The UFP-QAPP will address all tasks in this Task Order. The contractor shall prepare the UFP-QAPP to present the overall project description, project organization, responsibilities, and objectives associated with the sampling and analysis to be conducted. The UFP-QAPP shall comply with all quality assurance requirements, and scoping meetings shall be held as part of plan preparation. The contractor shall be prepared to make one revision to the UFP-QAPP as necessary. The UFP-QAPP shall include a clear description of data verification and validation plans and procedures. More information on the UFP-QAPP can be found at http://www2.epa.gov/sites/production/files/documents/part2ufp_wbk_0305.pdf.

The contractor shall also prepare a Health and Safety Plan (HSP) for the site regarding the work to be performed, taking into account the type of samples to be collected and the nature of the working conditions. The HSP shall address all applicable regulatory requirements; discuss personnel responsibilities, protective equipment, health and safety procedures and protocols, decontamination procedures, personnel training, and type and extent of medical surveillance. The HSP shall identify potential problems or hazards (known and unknown) that may be encountered and how these are to be addressed.

The draft UFP-QAPP shall be submitted to the TOCOR electronically at least 14 calendar days prior to beginning field activities. The TOCOR will review the draft UFP-QAPP and either approve the UFP-QAPP as is or provide comments on the draft UFP-QAPP. The final UFP-QAPP with signatures and the HSP shall be submitted to the TOCOR in electronic format prior to beginning field activities.

COMPLEXITY LEVEL: Moderately Complex
PERFORMANCE STANDARD: The contractor shall develop a UFP-QAPP to meet the goals and objectives of this Task Order. The plan must be developed using data quality objectives, the systematic planning process, and related processes presented in Agency quality assurance guidance and policy. The UFP-QAPP must undergo reviews and approval by EPA. The plan must contain all information detailed in the UFP-QAPP manual under the four basic element groups: Project Management Objectives, Measurement/Data Acquisition, Assessment/Oversight, and Data Review. The graded approach may be used to address elements as specified in the UFP-QAPP manual. (The graded approach is the process of establishing the project requirements and level of effort according to the intended use of the results and the degree of confidence needed in the quality of results). The worksheets specified in the UFP-QAPP manual, Table 2, must be provided with the required information. The UFP-QAPP must be complete, technically accurate, and meet the requirements of the UFP-QAPP manual.
ACCEPTABLE LEVEL OF QUALITY: The measures of quality for Task 2 are EPA quality assurance policy, procedures, and specifications for quality assurance project plans. The acceptable level of quality for the UFP-QAPP is consistency with EPA quality assurance policy, procedures, and specifications.

Task 3: Groundwater and Soil Sampling

Groundwater Sampling

- The contractor shall gauge the depth to water and total depth of the ten (10) onsite monitor wells (MW-1, MW-3, MW-4, MW-5, MW-6, MW-7, MW-8, MW-9, MW-10, and MW-11A) to an accuracy of one one-hundredth of a foot (0.01 ft) prior to beginning sampling so that the data can be used for determining the groundwater gradient;
- The contractor shall sample groundwater from the ten (10) monitor wells using low-flow purging/sampling methods;
- The groundwater samples shall be analyzed for total RCRA 8 metals (methods 6020/7470A), organophosphorous pesticides (method 8141A), organochlorine pesticides (method 8081A), semi-volatile organic compounds (SVOCs) (method 8270D), volatile organic compounds (VOCs) (method 8260), and lead scavengers (EDB and 1,2-DCA) (methods 504.1/8260B);
- The contractor shall collect QA/QC samples;
- Samples must be decontaminated/disposed between samples;
- The contractor shall prepare all sample containers with appropriate preservatives and provide for shipment (following all chain of custody procedures);

- Sample analysis will be conducted by the EPA Houston Lab;
- The contractor shall provide drums so that any purge water or decontamination water can be containerized until analyses can determine the proper disposal of these materials;
- The contractor will be responsible for moving the drums to the staging area, characterization of the IDW, and disposal of the waste within 60 days;
- A summary of all the samples to be collected is provided in Exhibit A.

Soil Sampling

- The contractor shall collect forty-one (41) surface soil samples at 0 – 6 inches below ground surface (bgs) in the proposed locations indicated on the attached Figure 1. (41 total soil samples plus QA/QC samples);
- The contractor shall install sixteen (16) soil borings to 5 feet bgs in the proposed locations indicated on the attached Figure 1 and collect samples from the soil borings at 0 – 6 inches bgs and 4 – 5 feet bgs. (32 total soil samples plus QA/QC samples);
- The contractor shall install three (3) soil borings to 15 feet bgs in the proposed locations indicated on the attached Figure 1 and collect samples from the soil borings at 0 – 6 inches bgs, 4 – 5 feet bgs, 9 – 10 feet bgs, and 14 – 15 feet bgs. (12 total soil samples plus QA/QC samples);
- Care shall be taken to eliminate gravel or pebbles greater than half of an inch and organic matter from the sample;
- Sample locations shall be documented using Global Position System (GPS) or some similar position locating device;
- Samples shall be described using the Unified Soil Classification (ASTM D 2488).
- The contractor shall collect QA/QC samples;
- Sample equipment must be decontaminated/disposed between samples;
- The contractor shall prepare all sample containers with appropriate preservatives, and provide for shipment (following all chain of custody procedures).
- Analysis shall include organophosphorous pesticides (method 8141A), organochlorine pesticides (method 8081A), RCRA 8 metals (methods 6020/7471), and semivolatile organic compounds (method 8270);
- Surface soil sample analysis will be conducted by the EPA Houston Lab;
- Analysis of soil boring samples will need to be conducted by an outside lab;
- A summary of all the samples to be collected is provided in Exhibit A**;**
- The contractor will be responsible for characterization of the IDW and disposal of the waste within 60 days.

COMPLEXITY LEVEL: Moderately Complex
PERFORMANCE STANDARD: The contractor must provide the field sampling and analysis services according to the schedule provided and must be conducted according to standard government and industry practices for sampling and analysis following the field and laboratory specifications and criteria contained in the UFP-QAPP. Analytical

data must meet the quality criteria specified in the UFP-QAPP and meet project quality objectives as determined by data review.
ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 3 will be analytical data review.

Task 4: Analytical Data Results

Analytical results shall be received from the EPA Houston Lab and the subcontracted lab within 30 calendar days of completion of the field related sampling activity. EPA will be responsible for compiling analytical results.

COMPLEXITY LEVEL: Less Complex
PERFORMANCE STANDARD: The contractor must provide the analytical services according to the schedule provided. Analytical data must meet the quality criteria specified in the UFP-QAPP and must meet project quality objectives as determined by data review.
ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 4 will be data review. The acceptable level of quality for Task 4 is 100% usable data.

Task 5: Trip Report

The contractor shall prepare a trip report and submit a draft version to the TOCOR within 30 calendar days of completion of field activities. The TOCOR will review the draft trip report and will either approve the report as is or provide comments on the draft report. The final trip report shall be submitted to the TOCOR in electronic format within 14 calendar days of receipt of the TOCOR's approval of or comments on the draft report.

The trip report should contain at a minimum the following:

- Short description of the objectives and methodology of the sampling event;
- Discussion about any problems encountered during the field events and deviations from the sampling and analysis plan (UFP-QAPP);
- Personnel participating in the field events and regulatory agency staff onsite during field events;
- A table of groundwater gauging data including depth to water and total depth measurements from the monitor wells;
- A table which includes information about each sample (sample id, sample location, sample date/time, analyses);
- Tables (for each monitor well sampled) of groundwater parameters and other information monitored during low-flow purging including: approximate depth to pump intake, time, depth to water, flow rate, pH, temperature, specific conductance, oxidation-reduction potential, dissolved oxygen, and turbidity;
- Table of GPS location data for each soil sample and soil boring;

- Information on investigation derived waste (approximate volume of waste and number of drums, staging area, disposal plans/information);
- Chain-of-custody documentation;
- Field notes;
- Photographic log of the sampling event.

COMPLEXITY LEVEL: Less Complex
PERFORMANCE STANDARD: Report must be well organized, clear, and contain a first-hand account of detailed field activities (a professionally written report).
ACCEPTABLE LEVEL OF QUALITY: The source of measurements for Task 5 is conventions for standard written English (spelling, punctuation, usage, etc.) and technical writing. The report must conform to standard conventions and be professionally written.

IX. Performance Measures and Quality Assurance

The contractor shall be adequately prepared before going into the field including but not limited to: appropriate field staff with required training and knowledge, appropriate field equipment, and familiarity with site conditions and requirements of the QAPP. The contractor shall use detailed logbooks and photographs to support observations and activities in the field.

The contractor shall coordinate and integrate all activity needed to provide the required support (e.g., problem identification/resolution strategy, responses to inquiries, and/or technical, service, administrative issues, etc.) in a timely, complete and effective manner. The contractor shall use quality assurance monitoring tools to ensure technical support and deliverables meet contract and task order requirements.

Deliverables should be of sufficient quality to document the type and location of all samples taken in the field. Deliverables or technical support shall demonstrate that relevant information and documentation was considered when developing field sampling reports. Deliverables shall include the rationale behind any findings, conclusions or recommendations.

Deliverables shall meet the schedule and cost presented in the task order. Written deliverables shall reflect a good command of the English language, be well-organized, and free of grammatical errors, misspellings and incomplete sentences. As required, written deliverables shall also have high-quality professional graphics. Preparation and printing of materials shall be in accordance with GPO guidelines.

The contractor shall utilize staff with the appropriate level of education and work experience to meet the task order requirements. Specialized and/or expert staff must meet the minimum requirements as identified in the individual task orders. Contractor staff shall demonstrate a high level of professionalism.

X. Technical Direction

The TOCOR is authorized to provide technical direction, which clarifies the PWS. Technical direction must be within the scope of the contract and the TO. Technical direction is instruction to the contractor that approves approaches, solutions, designs, or refinements; fills in details; completes the general description of work or documentation items; shifts emphasis among work areas or tasks; or provides similar guidance. It includes evaluation of contractor performance and comments on deliverables.

The TOCOR shall issue technical direction in writing or confirm in writing within five (5) calendar days after verbal issuance. The TOCOR shall forward copies of the technical direction to the Contracting Officer (CO) and RTOCOR.

The CO is the only person authorized to make changes to the TO or contract. Any changes to the TO scope, period of performance or deliverable due dates must be approved by the CO in writing.

XI. Schedule of Deliverables

The duplication of more than 5,000 copies of a single page or 25,000 or more total impressions is considered "printing" and, therefore, prohibited. For more information on restrictions relating to deliverables, the Contractor is referred to the EPA Publication Management Guide (EPA-175-K-92-011).

SUMMARY OF DELIVERABLES AND DUE DATES

DELIVERABLES	TASK NO.	NO. OF COPIES*	DUE DATE*
UFP-QAPP and HSP	Task 2	Draft QAPP – electronic	Submit draft UFP-QAPP 14 days prior to beginning field activities.
		Final QAPP and HSP – electronic	Submit final UFP-QAPP and HSP prior to beginning field activities.
Soil and Groundwater sampling	Task 3	N/A	Field activities will be scheduled.

Analytical data results	Task 4	N/A	Reports will be received directly from EPA Houston Lab and subcontracted lab.
Waste Disposal	Task 3	N/A	All wastes shall be disposed of within 60 days of the conclusion of well installation
Trip report	Task 5	Draft – electronic Final – electronic	Submit draft Trip Report within 30 days of completion of field activities. Submit final Trip Report within 14 days of receiving TOCOR's approval/comments on draft Trip Report.

*Notes:
Electronic copies should be in **pdf format**.
All days are calendar days unless otherwise specified.
All reports to be double sided and spiral or otherwise bound.

Exhibit A
Summary of Samples to be Collected

Hale Dusting

Sample Description	Number of Samples	Analyses
Monitor Wells (MW-1, MW-3, MW-4, MW-5, MW-6, MW-7 and MW-8, MW-9, MW-10, MW-11A)	10	RCRA metals, organophosphorous pesticides, organochlorine pesticides, SVOCs, VOCs, and lead scavengers
Field Duplicate	1	RCRA metals, organophosphorous pesticides, organochlorine pesticides, SVOCs, VOCs, and lead scavengers
Equipment Blank	1	RCRA metals, organophosphorous pesticides, organochlorine pesticides, SVOCs, VOCs, and lead scavengers
MS/MSD	TBD	RCRA metals, organophosphorous pesticides, organochlorine pesticides, SVOCs, VOCs, and lead scavengers
Field Blank	TBD	RCRA metals, organophosphorous pesticides, organochlorine pesticides, SVOCs, VOCs, and lead scavengers
Surface Soil	41	RCRA metals, organophosphorous pesticides, organochlorine pesticides, and SVOCs
Shallow Soil	32	RCRA metals, organophosphorous pesticides, organochlorine pesticides, and SVOCs
Deep Soil	12	RCRA metals, organophosphorous pesticides, organochlorine pesticides, and SVOCs
Field Duplicate	1	RCRA metals, organophosphorous pesticides, organochlorine pesticides, and SVOCs
Equipment Blank	1	RCRA metals, organophosphorous pesticides, organochlorine pesticides, and SVOCs
MS/MSD	TBD	RCRA metals, organophosphorous pesticides, organochlorine pesticides, and SVOCs
Field Blank	TBD	RCRA metals, organophosphorous pesticides, organochlorine pesticides, and SVOCs

Figure 1
Soil Sampling Plan

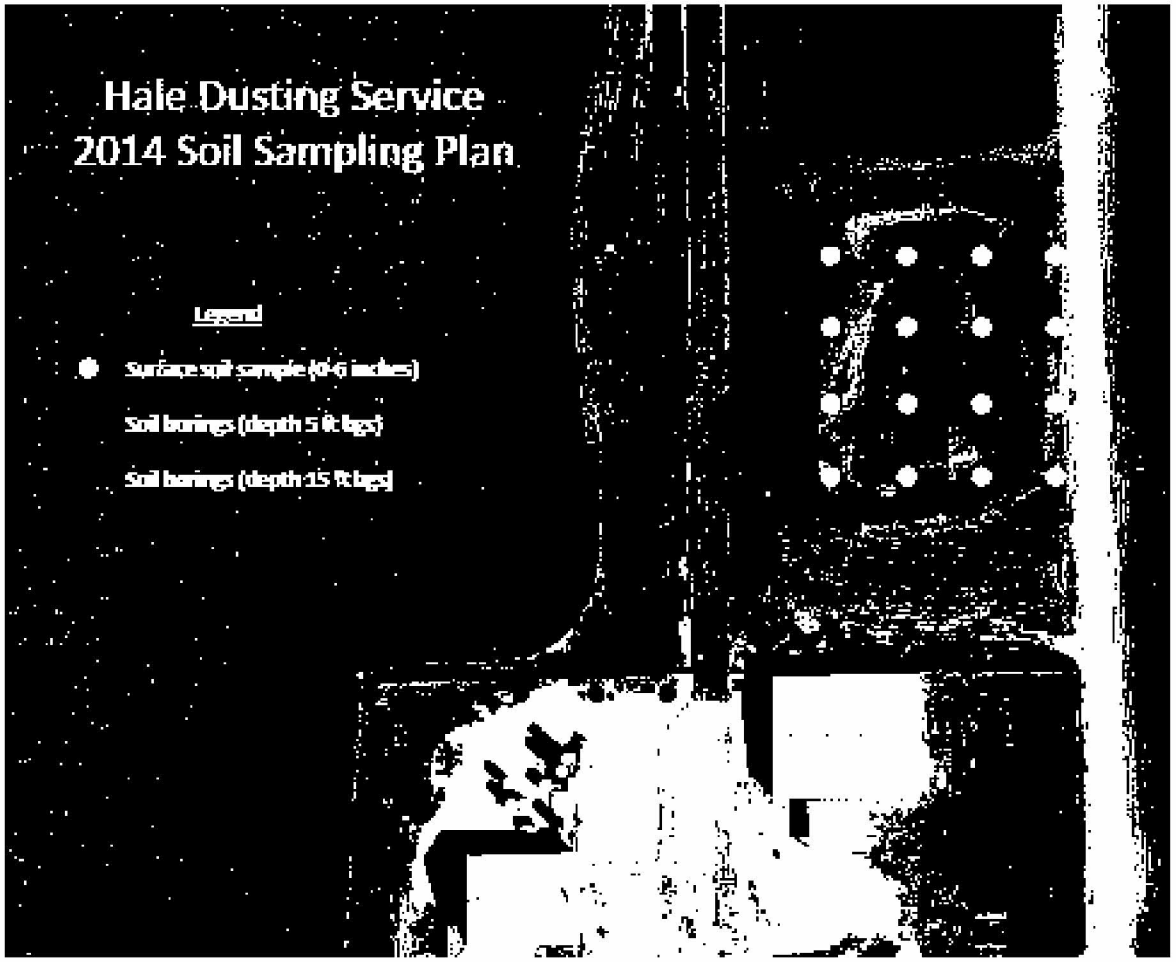


Table 1
List of Past Soil Contaminant Detections

RCRA 8 Metals w/ Mercury
Arsenic
Barium
Cadmium
Lead
Mercury
Organochlorine Pesticides
4,4'-DDD
4,4'-DDE
4,4'-DDT
Endrin
Toxaphene
Organophosphorous Pesticides
Atrazine
SVOCs
Benzo[a]anthracene
Benzo[a]pyrene
Benzo[b]fluoranthene
Disulfoton
Indeno[1,2,3-cd]pyrene

List of Past Groundwater Contaminant Detections

RCRA 8 Metals w/ Mercury
Arsenic
Barium
Chromium
Lead
Selenium
Organochlroine Pesticides
α-BHC
β-BHC
δ-BHC
4,4'-DDD
Endosulfan II
Endrin
Endrin ketone
Organophosphorous Pesticides
Atrazine
SVOCs
Bis(2-ethylhexyl)phthalate
Butyl benzyl phthalate
2-Chlorophenol
Dibenzofuran
Di-n-butyl phthalate
Diethyl phthalate
2,4-Dimethylphenol
2-Methylnaphthalene
Naphthalene
Phenanthrene
2,4,5-Trichlorophenol
VOCs
Benzene
Carbon Disulfide
Ethylbenzene
Toluene
Xylenes, Total

Table 2

EP-W-12-032 TASK ORDER 6616 MOD SUMMARY

Mod #	Reason For Modification	Award Date	Obligation	Total Amount
BASE		7/17/2014	$76,264.72	$80,725.66
006	Close Out	8/13/2015	($6,372.59)	($6,372.59)
005	Supplemental Agreement for work within scope	11/25/2014	$0.00	$0.00
004	Other Administrative Action	10/8/2014	$61,984.34	$58,782.57
003	Change Order	9/18/2014	$0.00	$0.00
002	Supplemental Agreement for work within scope	8/25/2014	$0.00	$0.00
001	Funding Only Action	8/5/2014	$1,259.17	$0.00
				$133,135.64

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF PAGES 2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER: 07/28/2014	2. CONTRACT NO. (If any): EP-W-12-032
3. ORDER NO.: 6617	4. REQUISITION/REFERENCE NO.: See Schedule

5. ISSUING OFFICE (Address correspondence to):
SRRPOD
US Environmental Protection Agency
Ariel Rios Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

6. SHIP TO:
a. NAME OF CONSIGNEE: Region 6
b. STREET ADDRESS: US Environmental Protection Agency
1445 Ross Avenue
Suite 1200
c. CITY: Dallas
d. STATE: TX
e. ZIP CODE: 75202-2733

7. TO: DONNA TOEROEK
a. NAME OF CONTRACTOR: TOEROEK ASSOCIATES, INC.
b. COMPANY NAME:
c. STREET ADDRESS: 300 UNION BLVD.
SUITE 520
7208984101
d. CITY: LAKEWOOD
e. STATE: CO
f. ZIP CODE: 802281552

f. SHIP VIA:

8. TYPE OF ORDER
☐ a. PURCHASE
REFERENCE YOUR:
Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.
☒ b. DELIVERY
Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

9. ACCOUNTING AND APPROPRIATION DATA: See Schedule

10. REQUISITIONING OFFICE:

11. BUSINESS CLASSIFICATION (Check appropriate box(es))
☒ a. SMALL ☐ b. OTHER THAN SMALL ☐ c. DISADVANTAGED ☐ d. WOMEN-OWNED ☐ e. HUBZone
☐ f. SERVICE-DISABLED VETERAN-OWNED ☐ g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM ☐ h. EDWOSB

12. F.O.B. POINT: Destination

13. PLACE OF		14. GOVERNMENT B/L NO.	15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	16. DISCOUNT TERMS
a. INSPECTION	b. ACCEPTANCE			
Destination	Destination			

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 825211824 Sustainable Materials Management Lower Greenville Food Donation Pilot This Time and Material Task Order is hereby initiated approving the contractor's Continued ...					

18. SHIPPING POINT	19. GROSS SHIPPING WEIGHT	20. INVOICE NO.	17(h) TOTAL (Cont. pages)

21. MAIL INVOICE TO:

SEE BILLING INSTRUCTIONS ON REVERSE

a. NAME: RTP Finance Center — $22,001.12

b. STREET ADDRESS (or P.O. Box): US Environmental Protection Agency
RTP-Finance Center
Mail Drop D143-02
109 TW Alexander Drive

c. CITY: Durham
d. STATE: NC
e. ZIP CODE: 27711

17(i) GRAND TOTAL: $22,001.12

22. UNITED STATES OF AMERICA BY (Signature): 07/28/2014 — ELECTRONIC SIGNATURE

23. NAME (Typed): Derek Davis
TITLE: CONTRACTING/ORDERING OFFICER

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
07/28/2014	EP-W-12-032	6617

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	proposal dated July 15, 2014 in the amount of $22,001.12. Funding in the amount of $21,971.12 is provided which the contractor is not authorized to exceed. All other terms and conditions remain unchanged and in full force and effect. TOPO: Flora Greene Admin Office: SRRPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3805R Washington DC 20460 Period of Performance: 07/28/2014 to 09/12/2014					
0001	Sustainable Materials Management Lower Greenville Food Donation Pilot Requisition No: PR-R6-14-00177, PR-R6-14-00232 Accounting Info: 14-15-B-06J-302DA2-2505-1406JUR001-001 BFY: 14 EFY: 15 Fund: B Budget Org: 06J Program (PRC): 302DA2 Budget (BOC): 2505 DCN - Line ID: 1406JUR001-001 Funding Flag: Partial Funded: $15,670.00 Accounting Info: 14-15-B-06J-302DA2-2505-1406JUR002-001 BFY: 14 EFY: 15 Fund: B Budget Org: 06J Program (PRC): 302DA2 Budget (BOC): 2505 DCN - Line ID: 1406JUR002-001 Funding Flag: Partial Funded: $6,301.12 The obligated amount of award: $21,971.12. The total for this award is shown in box 17(i).				22,001.12	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $22,001.12

Sustainable Materials Management (SMM) LOWER GREENVILLE FOOD DONATION PILOT

CONTRACT NUMBER: EP-W-12-032
CONTRACT NAME: **REPA 5**
CONTRACTOR NAME: **TOEROEK ASSOCIATES**
TASK ORDER NUMBER: **6617**

~~June 20, 2014~~ Revised 8/19/2014

CL-COR
FLORA GREENE
M/S 6PD-M
greene.flora@epa.gov
Work: (214) 665-8517
Fax: (214) 665-6762

Task Order COR
Cameron Balch
M/S 6PD-F
balch.cameron@epa.gov
Work: (214) 665-7553
Fax: (214) 665-6762

1. Authorization

This Performance Work Statement (PWS) is in accordance with Task 5, Public Involvement and Outreach Activities, of the REPA V Contract.

2. Period of Performance

The period of performance for the resulting Task Order (TO) will be from the date of Contracting Officer issuance through September 12, 2014.

3. Place of Performance: Dallas, Texas, within a 5 mile radius of Greenville Ave (specifically in the vicinity from Live Oak Street to Mockingbird Lane known as *Lower Greenville*)

4. Background

The US Environmental Protection Agency (EPA) has a new voluntary program called the Food Recovery Challenge! The Food Recovery Challenge asks participants to reduce as much of their food waste as possible – saving money, helping communities, and protecting the environment. EPA's Sustainable Materials Management Program is striving to reduce the amount of our country's food (up to 40%) that is wasted every year. **More than 36 million tons of food waste was generated in 2011, of which 96 percent was thrown away into landfills or incinerators!**

Every day, food service providers such as supermarkets and restaurants make decisions about what to do with surplus prepared food, produce, meat, bakery and dairy items that are still safe and wholesome to eat.

Sustainable Materials Management (SMM) LOWER GREENVILLE FOOD DONATION PILOT

According to the U.S. Department of Agriculture (USDA), 50 million Americans, or 14% of American households, were food insecure in 2009. Donating fresh food not only reduces food reaching landfills, but also feeds those in need.

EPA, Region 6 has engaged the Lower Greenville Avenue area of restaurants to conduct a Food Donation Pilot Project. The restaurants will launch a community effort to assist neighboring shelters and soup kitchens by will donating leftover usable food. This creates a Win-Win situation!

4. Objective/Purpose

The purpose of this task order (TO) is to develop a community-based, sustainable program to mitigate food waste and to encourage food donation by identifying the players and galvanizing the community. It is also an opportunity to educate chefs, restaurateurs and food-producing business on the importance of food management and source reduction.

5. Assumptions and Constraints

- A scoping meeting will be held within 5 days of the RFO
- A kickoff meeting will be held upon Award of the resulting TO
- Weekly status calls (up to 3 calls initiated by Contractor)
- The proposed staff for this TO should have excellent skills and knowledge in the following areas: 1) Sustainable Materials Management Practices specifically food donation/reduction 2) Target marketing and outreach to target audience using traditional multi-media outreach/publicity and non-traditional media (e.g. blogs, You Tube, social media, etc.) 3) Building consensus amongst players and end-users; 4) Developing creative materials and graphic design and crafting and refining messages that resonate with target audiences; and 5) Supporting restaurants/communities implementing food donation programs.

6. SCOPE

The contractor shall provide assistance in developing Phase I (Education and Outreach) of the Lower Greenville Avenue Food Donation Pilot:

6.1 Task 1 – Structure and Design of the Food Donation Pilot Program

This task will include the following activities:

- Develop Phase I of a Sustainable Food Donation pilot project in Lower Greenville Avenue, detailed in a proposal/brochure which includes some background, introductory information and plans for the program.

- Identify through internet research, then solicit restaurants along Greenville Ave Corridor willing to participate in the Food Donation Pilot.
- Identify and confirm location of neighborhood support groups (e.g. homeless shelters, soup kitchens, etc. within a 5 mile radius of Greenville Ave (specifically in the vicinity from Live Oak Street to Mockingbird Lane known as Lower Greenville) that will accept food donations.
- Recommend procedures for transporting the food between the food source and the neighborhood support group (e.g. food delivery truck, shelter's utilization of vans, etc.):
  --Identify transportation costs/limitations, if any.
  --Identify for purchase the best storage containers/methodologies to transport food, etc.
  --Identify best routes, process and procedures for implementation.
- Identify what is already happening in the community
- Educate Community on the benefits of Food Donation

COMPLEXITY LEVEL: Moderately Complex
PERFORMANCE STANDARD: The Contractor must provide staff that are competent in conducting the research—identifying a 12 restaurants and 5 shelter/kitchens/meal providers, making the contacts—documenting a 36 contacts and traversing the logistics to complete the requirements of this task. Region 6 may provide some input on restaurants interested in the pilot and on those selected by the contractor.

ACCEPTABLE LEVEL OF QUALITY: This task is considered acceptable when 75% of the performance standard is documented by the Schedule of Deliverables date.

6.2 Task 2 – Create and Implement an Advertisement Campaign
Contract support for launching the outreach campaign shall include:

- Develop outreach literature with EPA logo
  - Develop Marketing Materials
  - Prepare video, postcards, etc.
- Develop logo/placard to signify that the organization is a partner
- Develop truck Banner
- Identify other sponsors and volunteers to continue pilot
- Promote pilot within EPA social media guidelines, promote pilot

COMPLEXITY LEVEL: Moderately complex
PERFORMANCE STANDARD: Print deliverables shall reflect a good command of the English language, be free of grammatical errors, misspellings and incomplete sentences. Contractor's execution shall be observed and evaluated in the following areas: 1) applicable technical content of the written materials and audio visual materials, 2) ability express the purpose of the program and maintain the flow of

activities 3) creativity and organization of the pilot to forecast a more than likely success of the Phase II and 4) technical accuracy and/or informational resource to provide responses to applicable inquiries.

ACCEPTABLE LEVEL OF QUALITY: This task is considered acceptable when documentation of the research and contacts is delivered as prescribed in the Schedule of Deliverables. Acceptance/Completion of the logistics will be signified by 60% completion of the remaining tasks activities in this task.

6.3 Task 3 Identify a Champion(s)

The Contractor shall identify other sponsors (business, non-profits etc.) to continue the project once funding ends. [EPA intends to pass the project to a business leader, restaurateur or champion who will continue the food donation and distribution.]

COMPLEXITY LEVEL: Less Complex
PERFORMANCE STANDARD: The Contractor will identify, document and present at least five options for Region 6 consideration.
ACCEPTABLE LEVEL OF QUALITY: This task will be considered complete when two amenable prospects are available for Region 6 interview.

7. Technical Direction

The TOCOR is authorized to provide technical direction, which clarifies the PWS, only. Technical direction must be within the scope of the contract and the TO. Technical direction should not make *changes to the scope or increases/decreases the price of the task order. If the contractor receives such direction, he shall not proceed. The contractor shall immediately contact the CL-COR, Contracting Officer and Contract Specialist."*

8. SCHEDULE OF DELIVERABLES

The contractor shall provide EPA with the appropriate deliverables by the specified deadlines according to Table A, below.

Table A
Schedule of Deliverables

Deliverable	Deadline
6.1a DRAFT Proposal/brochure on plain paper	Within twenty-seven (27) days of issuance of TO

Sustainable Materials Management (SMM) LOWER GREENVILLE FOOD DONATION PILOT

6.1b Identification of restaurants and food support groups on plain 6.1c FINAL Proposal/brochure, TBD	Within fifteen (15) days of issuance of TO On or before September 8, 2014
6.2a DRAFT Advertising Campaign Materials	Within thirty (30) days of issuance TO
6.2 b Launch Advertising Campaign	Within seven (7) days of TOCOR approval of draft
6.1d Present recommendations for Solving storage/transportation	On or before August 25, 2014
6.2c FINAL pilot program materials	TBD
6.3 Identify a Champion	On or before September 8, 2014
Weekly status calls (up to 3 each)	Beginning within one week of award.

*Note: All days are calendar days unless otherwise specified.

EP-W-12-032 TASK ORDER 6617 MOD SUMMARY

Mod #	Reason For Modification	Award Date	Obligation	Total Amount
BASE		7/28/2014	$21,971.12	$22,001.12
002	Close Out	6/29/2016	($7,352.52)	($7,382.52)
001	Change Order	8/22/2014	$0.00	$0.00
				$14,618.60

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF PAGES 2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER: 01/06/2015	2. CONTRACT NO. (If any): EP-W-12-032
3. ORDER NO.: 6619	4. REQUISITION/REFERENCE NO.: See Schedule

5. ISSUING OFFICE (Address correspondence to):
SRRPOD
US Environmental Protection Agency
Ariel Rios Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

6. SHIP TO:
a. NAME OF CONSIGNEE: Region 6
b. STREET ADDRESS: US Environmental Protection Agency
1445 Ross Avenue
Suite 1200
c. CITY: Dallas | d. STATE: TX | e. ZIP CODE: 75202-2733

7. TO: DONNA TOEROEK
a. NAME OF CONTRACTOR: TOEROEK ASSOCIATES, INC.
b. COMPANY NAME:
c. STREET ADDRESS: 300 UNION BLVD.
SUITE 520
7208984101
d. CITY: LAKEWOOD | e. STATE: CO | f. ZIP CODE: 802281552

f. SHIP VIA:

8. TYPE OF ORDER
☐ a. PURCHASE
REFERENCE YOUR:
Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.
☒ b. DELIVERY
Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

9. ACCOUNTING AND APPROPRIATION DATA: See Schedule

10. REQUISITIONING OFFICE:

11. BUSINESS CLASSIFICATION (Check appropriate box(es))
☒ a. SMALL ☐ b. OTHER THAN SMALL ☐ c. DISADVANTAGED ☐ d. WOMEN-OWNED ☐ e. HUBZone
☐ f. SERVICE-DISABLED VETERAN-OWNED ☐ g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM ☐ h. EDWOSB

12. F.O.B. POINT: Destination

13. PLACE OF		14. GOVERNMENT B/L NO.	15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	16. DISCOUNT TERMS
a. INSPECTION	b. ACCEPTANCE			
Destination	Destination			

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 825211824 Task Order 6619 Kirtland Air Force Base Fuel Spill Modeling Meeting Facilitation This Time and Material Task Order is hereby initiated approving the contractor's Continued ...					

SEE BILLING INSTRUCTIONS ON REVERSE

18. SHIPPING POINT:
19. GROSS SHIPPING WEIGHT:
20. INVOICE NO.:
17(h) TOTAL (Cont. pages): $25,940.45

21. MAIL INVOICE TO:
a. NAME: RTP Finance Center
b. STREET ADDRESS (or P.O. Box): US Environmental Protection Agency
RTP-Finance Center
Mail Drop D143-02
109 TW Alexander Drive
c. CITY: Durham | d. STATE: NC | e. ZIP CODE: 27711

17(i) GRAND TOTAL: $25,940.45

22. UNITED STATES OF AMERICA BY (Signature): 01/06/2015 ELECTRONIC SIGNATURE

23. NAME (Typed): Derek Davis
TITLE: CONTRACTING/ORDERING OFFICER

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 347 (Rev. 2/2012)
Prescribed by GSA/FAR 48 CFR 53.213(f)

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
01/06/2015	EP-W-12-032	6619

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	proposal dated November 17, 2014 in the amount of $25,940.45. Funding in the amount of $25,940.45 is provided which the contractor is not authorized to exceed. All other terms and conditions remain unchanged and in full force and effect. TOPO: Flora Green Admin Office: SRRPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3805R Washington DC 20460 Period of Performance: 01/06/2015 to 09/12/2015					
0003	Kirtland Air Force Base Fuel Spill Modeling Meeting Facilitation Requisition No: PR-R6-14-00294, PR-R6-15-00011 Accounting Info: 15-16-B-06J-302DA1-2505-1506JCR002-001 BFY: 15 EFY: 16 Fund: B Budget Org: 06J Program (PRC): 302DA1 Budget (BOC): 2505 DCN - Line ID: 1506JCR002-001 Funding Flag: Partial Funded: $20,000.00 Accounting Info: 14-15-B-06J-302DA1-2505-1406JAR001-001 BFY: 14 EFY: 15 Fund: B Budget Org: 06J Program (PRC): 302DA1 Budget (BOC): 2505 DCN - Line ID: 1406JAR001-001 Funding Flag: Partial Funded: $5,940.45 The obligated amount of award: $25,940.45. The total for this award is shown in box 17(i).				25,940.45	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $25,940.45

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE	PAGE OF PAGES
	1 2

2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. *(If applicable)*
001	See Block 16C		

6. ISSUED BY	CODE	7. ADMINISTERED BY *(If other than Item 6)*	CODE
SRRPOD	SRRPOD		

SRRPOD
US Environmental Protection Agency
Ariel Rios Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

8. NAME AND ADDRESS OF CONTRACTOR *(No., street, county, State and ZIP Code)*

TOEROEK ASSOCIATES, INC.
Attn: DONNA TOEROEK
300 UNION BLVD.
SUITE 520
7208984101
LAKEWOOD CO 802281552

CODE 825211824 FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

x 10A. MODIFICATION OF CONTRACT/ORDER NO.
EP-W-12-032
6619

10B. DATED *(SEE ITEM 13)*
01/06/2015

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA *(If required)*
See Schedule

Net Decrease: -$20,000.00

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	
	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: *(Specify authority)* THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES *(such as changes in paying office, appropriation date, etc.)* SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: Mutual Agreement of the Parties
	D. OTHER *(Specify type of modification and authority)*

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION *(Organized by UCF section headings, including solicitation/contract subject matter where feasible.)*

DUNS Number: 825211824
TOCOR: Flora Green

The purpose of this modification is to terminate this task order for the convenience of the Government; whereas, work is no longer required. The period of performance end date is changed from September 12, 2015 to July 31, 2015. Funding in the amount of $20,000.00 is deobligated from Task Order 6619. The task order ceiling remains unchanged at $25,940.45. The obligated task order ceiling is decreased from $25,940.45 to $5,940.45, which the contractor is not authorized to exceed.

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER *(Type or print)*		16A. NAME AND TITLE OF CONTRACTING OFFICER *(Type or print)*	
		Derek Davis	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		ELECTRONIC SIGNATURE *(Signature of Contracting Officer)*	07/22/2015

NAME OF OFFEROR OR CONTRACTOR
TOEROEK ASSOCIATES, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	LIST OF CHANGES: Period Of Performance End Date changed from 12-SEP-15 to 31-JUL-15 Obligated Amount for this Modification: -$20,000.00 New Total Obligated Amount for this Award: $5,940.45 CHANGES FOR LINE ITEM NUMBER: 3 Obligated Amount for this modification: -$20,000.00 End Date changed from 12-SEP-15 to 31-JUL-15 CHANGES FOR ACCOUNTING CODE: 15-16-B-06J-302DA1-2505-1506JCR002-001 Amount changed from $20,000.00 to $0.00 Percent changed from 77.09966 to 0 FOB: Destination Period of Performance: 01/06/2015 to 07/31/2015				

Performance Work Statement
Kirtland Air Force Base Fuel Spill Modeling Meeting Facilitation

Region 6, Dallas, 1445 Ross Ave, Ste 1200. TX, 75202

==========

CONTRACT NUMBER: _____
CONTRACT NAME: REPA 5
CONTRACTOR NAME: _____
REGION 6 TASK ORDER NUMBER: 6619

October 17, 2014

I. **Title** **Kirtland Air Force Base Fuel Spill Modeling Meeting Facilitation**

II. **Contract Officer Representatives**

EPA Regional Project Officer

FLORA GREENE
M/S 6PD-M
greene.flora@epa.gov
Work: (214) 665-8428

EPA Task Order Contract Officer Representative (TOCOR)

TARA HUBNER
M/S 6PD-F
hubner.tara@epa.gov
Work: (214) 665-7246

EPA Task Order Contract Officer Representative (TOCOR)

PAUL TORCOLETTI
M/S 6PD-F
torcoletti.paul@epa.gov
Work: (214) 665-6494

EPA Task Order Contract Officer Representative (TOCOR)

SCOTT ELLINGER
M/S 6PD-C
torcoletti.paul@epa.gov
Work: (214) 665-8408

III. **Authorization**

This Performance Work Statement (PWS) is in accordance with Task 5.2 Public Involvement and Outreach Activities, of the REPA 5, Zone II Contract SOW.

IV. **Period of Performance**

The period of performance for this Task Order (TO) is from the date of Contracting Officer (CO) issuance through September 12, 2015.

V. Place of Performance

This task order will include the facilitation of up to five (5) meetings in Dallas, TX, Albuquerque, NM, or Santa Fe, NM.

VI. Background

Kirtland Air Force Base (KAFB) occupies approximately 51,500 acres in southeast Albuquerque and is the sixth largest Air Force installation. In 1999, a leak of jet fuel (JP-8) was discovered in underground pipelines at the Bulk Fuels Facility at KAFB. Oversight of the investigation and cleanup was originally overseen by New Mexico Environment Department (NMED) Ground Water Quality Bureau under the Compliance and Enforcement Program which administers the New Mexico Water Quality Control Commission regulations – the fuel leak was originally viewed as a product release rather than an issue of hazardous waste. Upon further investigation of soil and groundwater contamination, the release was found to also contain JP-4 and aviation gas. Ethylene dibromide (EDB) is a component of aviation gas and is not found in jet fuel. Use of aviation gas in the fuel system terminated in approximately 1975; therefore, the leak started prior to that date. Fuels have percolated down to the drinking water aquifer, 500 feet deep. The dissolved phase plume contains typical petroleum constituents (e.g. benzene) and EDB. The EDB plume extends the farthest, more than 1 mile from the source area. NMED originally estimated the amount of fuel spilled to be 8 million gallons, but more recent NMED estimates are as high as 24 million gallons. Oversight of the fuel spill transferred to the NMED Hazardous Waste Bureau (HWB) in April 2010; the Air Force is now performing RCRA Corrective Action under KAFB's hazardous waste permit and the investigation is progressing faster. During 2011, KAFB installed 78 additional groundwater monitoring wells, but the EDB plume was not delineated to the northeast. In 2012, KAFB completed construction of 3 additional well clusters (9 wells total) to delineate the plume. EDB and other VOCs were not detected in samples collected from these new wells in November 2012. Since 2003, KAFB has used soil vapor extraction (SVE) as an interim measure to remove fuel from the vadose zone below the source area. KAFB recently constructed two large SVE extraction wells in the highest concentration areas and installed a new SVE treatment system to extract and treat higher volumes of soil vapor. This new system began operating in January 2013. KAFB prepared a plan to pump and treat the groundwater for LNAPL recovery. In December 2011, KAFB installed one recovery well so that pump tests could be performed to design an LNAPL containment system. However, because water levels have risen in response to reduced groundwater use by the City of Albuquerque, the LNAPL is now flooded and much of the LNAPL is presently submerged below the water table.

In November 2011, the NMED HWB, asked EPA Region 6 to develop a computer groundwater model and technical report on predicted (future) movement of EDB in southeast Albuquerque. NMED asked EPA to accomplish two modeling goals: (i) predict the concentrations of EDB that would be expected to reach production wells (i.e., wells operated by the Albuquerque-Bernalillo County Water Utility Authority (ABCWUA), the Veterans Affairs (VA), and KAFB assuming nothing was done to mitigate the problem, and; (ii) model a capture zone of proposed extraction wells associated with an LNAPL containment system. Region 6 developed the computer model during 2012-2013 consistent with EPA's quality assurance guidelines for modeling and standard modeling practices. During development, the model was reviewed by NMED, the R.S. Kerr Environmental Research Laboratory, and Schlumberger Water Services Inc. The model is based on hydraulic and contaminant data from the KAFB site investigation, existing hydrogeologic studies by the U.S. Geological Survey (USGS), city well pumping data provided by the ABCWUA, and pumping information from

the VA hospital. The computer model and a draft technical report have been completed. The computer model can be revised as new or additional data becomes available. On September 24, 2013, the EPA Region 6 groundwater modeler, Scott Ellinger performed a presentation on the model results in Albuquerque to the NMED, Air Force, Shaw/CB&I, U.S. Army Corps of Engineers (USACE), ABCWUA, and VA.

Groundwater models relating to the KAFB fuel spill and Albuquerque region are also being/have been developed by Shaw/CB&I (for KAFB), CH2MHill (for ABCWUA), USACE, and the USGS.

This task order involves the facilitation of up to five (5) meetings between the groups that are preparing groundwater models as described above. Due to potential differences in model types, parameters, and etc. between the groups, there is likelihood for conflicting model results. These meetings would serve as technical discussions to analyze the differences between the models and attempt to come to an agreement on what model should be used for the KAFB fuel spill corrective action.

Potential discussions at the following meetings include model types, model parameters such as hydraulic conductivity, model boundaries, uncertainties and sensitivities, data gaps, and other topics that meeting attendees feel need to be addressed.

VII. Objective/Purpose

The purpose of this PWS is to provide a facilitator(s) at up to five (5) meetings between the EPA Region 6, NMED, Air Force their contractor Shaw/CB&I, ABCWUA and their contractor CH2MHill, USACE, USGS, and possibly other groundwater modeling experts or groups developing groundwater models relating to the Albuquerque region.

VIII. Assumptions and Constraints

- The meetings will be held in Dallas, TX, Albuquerque, NM, or Santa Fe, NM;
- The EPA and/or NMED will plan the meeting and prepare the agenda along with input from the other modeling groups;
- Assume that three (3) of the meetings will last one (1) full day and two (2) of the meetings will last two (2) full days;

IX. Scope

Task 01: Project Management

The contractor shall prepare and solicit bids from sub-contractors and vendors, identify and make arrangements for project staff as required, and perform other general project management duties under this task. This task is *not* intended to include tasks that would be associated with the general cost of doing business. A TO kickoff meeting shall be held after the TO is awarded. A scoping meeting with the EPA may also be held prior to each facilitated meeting, up to five (5) scoping meetings.

COMPLEXITY LEVEL: Moderately Complex
PERFORMANCE STANDARD: The contractor must identify and utilize personnel, subcontractors, and vendors with the requisite training, ability, and knowledge to perform the other tasks within this task order.
ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 1 will be the performance of staff, subcontractors and vendors to complete the other tasks within this task order.

Task 02: Meeting Facilitation

The contractor shall provide a facilitator(s) for up to five (5) meetings in either Dallas, TX, Albuquerque, NM, or Santa Fe, NM. The facilitator(s) will serve as a neutral, third party to help guide the meeting attendees through an agenda that will be developed by the EPA and/or NMED with input from other modeling groups. In addition, the facilitator will have the following roles and responsibilities:

- Establish ground rules and norms at the beginning of the meeting
- Run through the objectives and agenda
- Keep the meeting on schedule and on topic based on the agenda
- Manage the process of the meeting and group dynamics
- Keep a log of parking lot issues and action items
- Keep notes on meeting discussions
- Make a list of meeting attendees
- Prepare type written meeting notes including attendee list

COMPLEXITY LEVEL: Moderately complex
PERFORMANCE STANDARD: The facilitator(s) shall maintain a neutral stance and have experience and training in meeting facilitation.
ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 2 will be the successful performance of meeting facilitation roles and responsibilities listed above.

X. Performance Measures and Quality Assurance

Deliverables shall meet the schedule and cost presented in the task order. Written deliverables shall reflect a good command of the English language, be well-organized, and free of grammatical errors, misspellings and incomplete sentences. As required, written deliverables shall also have high-quality professional graphics. Preparation and printing of materials shall be in accordance with GPO guidelines.

The contractor shall utilize staff with the appropriate level of education and work experience to meet the task order requirements. Contractor staff shall demonstrate a high level of professionalism.

XI. Technical Direction

Technical direction is instruction to the contractor that approves approaches, solutions, designs, or refinements; fills in details; completes the general description of work or documentation items; shifts emphasis among work areas or tasks; or provides similar guidance. It also includes evaluation of contractor performance and comments on deliverables. The TOCOR does not have the authority to issue technical direction which: requires additional work outside the scope, constitutes a change, causes an increase or decrease in the estimated cost, alters the period of performance, or changes any of the other terms or conditions of the contract or TO.

The CO is the only person authorized to make changes to the TO or contract. Any changes to the TO scope, period of performance or deliverable due dates must be approved by the CO in writing.

XII. Schedule of Deliverables

The duplication of more than 5,000 copies of a single page or 25,000 or more total impressions is considered "printing" and, therefore, prohibited. For more information on restrictions relating to deliverables, the Contractor is referred to the EPA Publication Management Guide (EPA-175-K-92-011).

SUMMARY OF DELIVERABLES AND DUE DATES

DELIVERABLES	TASK NO.	NO. OF COPIES*	DUE DATE*
Meeting Notes	Task 2	Electronic	Submit meeting notes including attendee list within 14 days of the meeting.

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF PAGES 2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER: 04/30/2015

2. CONTRACT NO. *(If any)*: EP-W-12-032

3. ORDER NO.: 6621

4. REQUISITION/REFERENCE NO.: See Schedule

5. ISSUING OFFICE *(Address correspondence to)*:
SRRPOD
US Environmental Protection Agency
Ariel Rios Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

6. SHIP TO:

a. NAME OF CONSIGNEE: Region 6

b. STREET ADDRESS: US Environmental Protection Agency
1445 Ross Avenue
Suite 1200

c. CITY: Dallas

d. STATE: TX

e. ZIP CODE: 75202-2733

7. TO: DONNA TOEROEK

a. NAME OF CONTRACTOR: TOEROEK ASSOCIATES, INC.

b. COMPANY NAME:

c. STREET ADDRESS: 300 UNION BLVD.
SUITE 520
7208984101

d. CITY: LAKEWOOD

e. STATE: CO

f. ZIP CODE: 802281552

f. SHIP VIA:

8. TYPE OF ORDER

☐ a. PURCHASE
REFERENCE YOUR:

Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.

☒ b. DELIVERY

Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

9. ACCOUNTING AND APPROPRIATION DATA: See Schedule

10. REQUISITIONING OFFICE: SRRPOD

11. BUSINESS CLASSIFICATION *(Check appropriate box(es))*

☐ a. SMALL ☐ b. OTHER THAN SMALL ☐ c. DISADVANTAGED ☐ d. WOMEN-OWNED ☐ e. HUBZone

☐ f. SERVICE-DISABLED VETERAN-OWNED ☐ g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM ☐ h. EDWOSB

12. F.O.B. POINT: Destination

13. PLACE OF

a. INSPECTION: Destination

b. ACCEPTANCE: Destination

14. GOVERNMENT B/L NO.:

15. DELIVER TO F.O.B. POINT ON OR BEFORE *(Date)*: 09/12/2015

16. DISCOUNT TERMS:

17. SCHEDULE *(See reverse for Rejections)*

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 825211824 Task Order 6621 Groundwater and Surface Water Sampling and Analysis at the former Shumaker Naval Ammunition Depot, East Camden, Arkansas Continued ...					

18. SHIPPING POINT:

19. GROSS SHIPPING WEIGHT:

20. INVOICE NO.:

17(h) TOTAL *(Cont. pages)*: $64,449.43

21. MAIL INVOICE TO:

a. NAME: RTP Finance Center

SEE BILLING INSTRUCTIONS ON REVERSE

b. STREET ADDRESS (or P.O. Box): US Environmental Protection Agency
RTP-Finance Center
Mail Drop D143-02
109 TW Alexander Drive

c. CITY: Durham

d. STATE: NC

e. ZIP CODE: 27711

17(i) GRAND TOTAL: $64,449.43

22. UNITED STATES OF AMERICA BY *(Signature)*: 04/30/2015 ELECTRONIC SIGNATURE

23. NAME *(Typed)*: Derek Davis
TITLE: CONTRACTING/ORDERING OFFICER

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
04/30/2015	EP-W-12-032	6621

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	This Time and Material Task Order is hereby initiated approving the contractor's proposal dated March 24, 2015 in the amount of $64,449.43. Funding in the amount of $64,449.43 is provided which the contractor is not authorized to exceed. All other terms and conditions remain unchanged and in full force and effect. TOCOR: Flora Green Admin Office: SRRPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3805R Washington DC 20460 Period of Performance: 04/30/2015 to 09/12/2015					
0001	Groundwater and Surface Water Sampling and Analysis at the former Shumaker Naval Ammunition Depot, East Camden, Arkansas Requisition No: PR-R6-15-00016, PR-R6-15-00151 Accounting Info: 15-16-B-06J-303D99-2505-1506JFR001-001 BFY: 15 EFY: 16 Fund: B Budget Org: 06J Program (PRC): 303D99 Budget (BOC): 2505 DCN - Line ID: 1506JFR001-001 Funding Flag: Partial Funded: $25,000.00 Accounting Info: 15-16-B-06J-303D99-2505-1506JCR005-001 BFY: 15 EFY: 16 Fund: B Budget Org: 06J Program (PRC): 303D99 Budget (BOC): 2505 DCN - Line ID: 1506JCR005-001 Funding Flag: Partial Funded: $39,449.43 The obligated amount of award: $64,449.43. The total for this award is shown in box 17(i).				64,449.43	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $64,449.43

Performance Work Statement
Follow-up Groundwater and Surface Water Sampling and Analysis at the former Shumaker Naval Ammunition Depot, East Camden, Arkansas

EPA Region 6, Dallas, 1445 Ross Ave, Suite 1200. Dallas, TX, 75202

==========

CONTRACT NUMBER: _____
CONTRACT NAME: **REPA 5**
CONTRACTOR NAME: _____
REGION 6 TASK ORDER NUMBER: 6621

January 30, 2015

I. Title

Follow-up Groundwater and Surface Water Sampling and Analysis at the former Shumaker Naval Ammunition Depot, East Camden, Arkansas

II. Contract Officer Representatives

EPA Regional Project Officer

FLORA GREENE
M/S 6PD-M
greene.flora@epa.gov
Work: (214) 665-8428

EPA Task Order Contract Officer Representative (TOCOR)

SCOTT ELLINGER
M/S 6PD-C
Ellinger.scott@epa.gov
Work: (214) 665-8408

EPA Alternate TOCOR

To be determined

III. Authorization

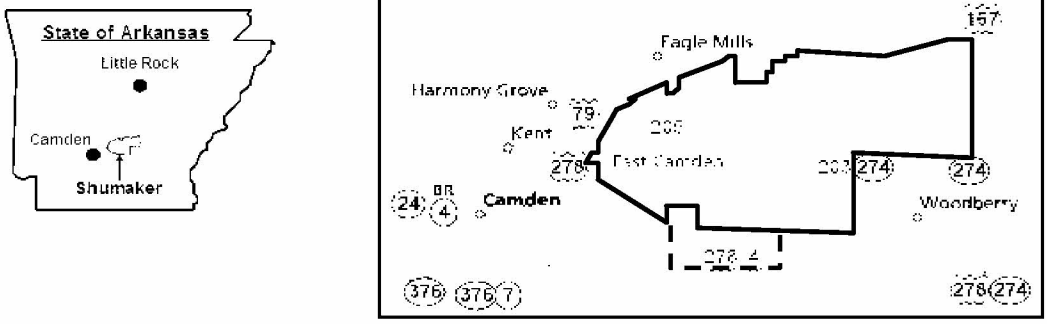
This Performance Work Statement (PWS) is in accordance with Task 2, Field Oversight, Inspection, Sampling and Analysis, Subparagraph 2.2 Field Sampling, of the REPA 5, Zone II Contract SOW.

IV. Period of Performance

The period of performance for this Task Order (TO) is from the date of Contracting Officer (CO) issuance through September 12, 2015.

V. Place of Performance

The former Shumaker Naval Ammunition Depot (NAD) is about 75 miles south of Little Rock, Arkansas, near the City of Camden. The site covers approximately 73,000 acres, and is accessed by state roads 203, 205, 274, 278, and Calhoun County road 95, which are all paved roads. Other roads are logging roads and other unimproved roads on timber company lands. A number of small communities surround the Shumaker area including East Camden, Harmony Grove, Eagle Mills, Bearden, and Woodberry. On the figure below, sampling will be performed within the area outlined by the solid black line (blue area), including within the dashed line south of Shumaker (the Locust Bayou Community).



VI. Background

Shumaker NAD existed from 1944 to 1961 for the manufacture, testing, distribution, destruction, and storage of ordnance and naval rockets. Shumaker NAD was operational during periods of WWII through the Korean War, with employment levels varying between 20,000 in 1945, to 3,900 in 1951. In 1956, the Navy announced plans to close Shumaker, and the property was sold to private owners from 1959 to 1961. These owners included International Paper, and Brown Engineering (which became Highland Resources and was later renamed Highland Industrial Park). Shumaker finally closed in 1961. Currently, the eastern two-thirds of the former Shumaker site is heavily forested and used for timber production and hunting. The western one-third contains numerous industrial facilities which are operated by, or have been operated by, defense contractors. These include Lockheed-Martin, Loral Vaught Systems, Aerojet, BEI Defense Systems, Tracor Aerospace, Hughes Missiles Systems, National Testing Service, Olin Industries, Camden Ordnance, Hitech Incorporated, Armtec Defense Products, Austin Powder, and possibly others.

Shumaker is underlain by the regional Tertiary (Eocene) Sparta aquifer of the Claiborne Group, and a Holocene alluvial aquifer. The Sparta is used is to provide water to public drinking water systems, and a number of residential wells utilize the alluvial aquifer. There are 4 public water systems near Shumaker which are Bearden Waterworks and the Harmony Grove Water Association in Ouachita County; and the Locust Bayou Water Association and Shumaker Public Service Company in Calhoun County. Concerns about groundwater and surface water contamination from past Shumaker activities and present-day defense

contractors, and the potential for the Sparta aquifer to become contaminated, led EPA to perform a subsurface investigation. In 2005, EPA and the Arkansas Department of Environmental Quality (ADEQ) agreed that a groundwater study of the Shumaker area was needed to evaluate vulnerability of the Sparta aquifer, and to establish a groundwater monitoring system. In 2007-2008, EPA conducted a comprehensive geological and hydrogeological investigation involving exploratory drilling, geologic coring, installing groundwater monitoring wells, and performing surface water sampling. During the investigation 20 groundwater monitoring wells were installed, and surface water samples were collected from 34 locations covering 172 miles of streams and lakes. Analytical results showed regional screening levels were exceeded for arsenic and lead at a number of wells, and perchlorate was detected (below screening levels) in groundwater and surface water samples. Follow-up sampling to the 2007-2008 Sparta aquifer study is needed to check the current conditions of the Sparta and alluvial aquifers, and surface waters.

VII. Objective/Purpose

The purpose of this Performance Work Statement (PWS) is to obtain contractor support for performing follow-up groundwater and surface water sampling and analyses. Samples will be collected from existing EPA shallow (alluvial) and deep (Sparta) monitoring wells, and surface water samples will be collected from selected locations. Analyses will be conducted for RCRA (8) metals and perchlorate.

VIII. Assumptions and Constraints

- Access through locked gates leading to EPA wells on private property can be readily obtained.
- Property access agreements remain in effect.
- Weather conditions allow for travel across unimproved roads.
- Surface water is available for sampling (i.e., dry conditions may exist).
- Shallow groundwater is available for sampling.
- County roads and logging roads cannot be blocked during sampling
- Sampling equipment has been tested prior to mobilization and functions as intended
- Property owners are notified about the sampling (by EPA or ADEQ) before sampling takes place.
- Performance of geophysical survey will be at the Contractor's discretion

IX. Scope

Task 01: Project Management

The contractor shall prepare and solicit bids from sub-contractors and vendors, identify and make arrangements for project staff as required, and perform other general project management duties under this task. This task is *not* intended to include tasks that would be associated with the general cost of doing business.

COMPLEXITY LEVEL: Moderately Complex

PERFORMANCE STANDARD: The contractor must identify and utilize personnel, subcontractors, and vendors with the requisite training, ability, and knowledge to perform the other tasks within this task order.

ACCEPTABLE LEVEL OF QUALITY: The measurement for Task 1 will be acceptable performance of staff, subcontractors and vendors during the sampling and documentation of the project.

Task 2: Preparation of (i) a Combined Quality Assurance Project Plan (QAPP) and Field Sampling and Analysis Plan, and (ii) a Health and Safety Plan

The contractor shall prepare a site-specific combined Quality Assurance Project Plan (QAPP) and Field Sampling and Analysis Plan following the Uniform Federal Policy (UFP) for implementing Environmental Quality Systems. The UFP-QAPP will address all tasks in this Task Order. The contractor shall prepare the UFP-QAPP to present the overall project description, project organization, responsibilities, and objectives associated with the sampling and analysis to be conducted. The UFP-QAPP shall comply with all quality assurance requirements, and scoping meetings shall be held as part of plan preparation. The contractor shall plan to attend one scoping meeting to discuss project details, logistics, deliverables, and schedule. The contractor shall be prepared to make revisions to the UFP-QAPP as necessary. More information on the UFP-QAPP can be found at http://www2.epa.gov/sites/production/files/documents/part2ufp_wbk_0305.pdf.

The contractor shall also prepare a Health and Safety Plan (HSP) taking into account the type of samples to be collected and the nature of the working conditions. The HSP shall address all applicable regulatory requirements, discuss personnel responsibilities, protective equipment, health and safety procedures and protocols, decontamination procedures, personnel training, and type and extent of medical surveillance. The HSP shall identify potential problems or hazards (known and unknown) that may be encountered and how these are to be addressed.

The draft UFP-QAPP, and HSP, shall be submitted to the TOCOR electronically within 21 days prior to beginning field activities. The TOCOR will review the draft UFP-QAPP and HSP and either approve them or provide comments. The final UFP-QAPP and HSP, with signatures, shall be provided at least 7 days prior to beginning field activities.

COMPLEXITY LEVEL: Moderately Complex

PERFORMANCE STANDARD: The contractor shall develop a UFP-QAPP to meet the goals and objectives of this Task Order. The plan must be developed using data quality objectives, the systematic planning process, and related processes presented in Agency quality assurance guidance and policy. The UFP-QAPP must undergo reviews and approval by EPA. The plan must contain all information detailed in the UFP-QAPP manual under the four basic element groups: Project Management Objectives, Measurement/Data Acquisition, Assessment/Oversight, and Data Review. The graded approach may be used to address elements as specified in the UFP-QAPP manual. (The graded approach is the process of establishing the project requirements and level of effort according to the intended use of the results and the degree of confidence needed in the quality of results). The worksheets specified in the UFP-QAPP manual, Table 2, must be provided with the required information. The UFP-QAPP must be complete, technically accurate, and meet the requirements of the UFP-QAPP manual.

ACCEPTABLE LEVEL OF QUALITY: The measures of quality for Task 2 are EPA quality assurance policy, procedures, and specifications for quality assurance project plans. The acceptable level of quality for the UFP-QAPP is consistency with EPA quality assurance policy, procedures, and specifications. The HSP must provide adequate safety measures for field sampling and analysis.

Task 3: Collection and Analysis of Groundwater Samples

The contractor shall collect and analyze representative groundwater samples as outlined in the combined plan developed under Task 2. The contractor shall provide all equipment, supplies, and field personnel necessary to carry out sampling and shipping to an appropriate commercial laboratory. Samples shall be analyzed for RCRA metals (methods 6010C, and mercury 7470A); and perchlorate (method 6860).

For purpose of costing, the contractor shall plan to sample up to 20 wells for RCRA metals and perchlorate. An estimated total number of groundwater samples is 25 for perchlorate, and 25 for RCRA metals, including quality control samples (field duplicates, field blanks, trip blanks, etc.). The UFP-QAPP shall specify quality control samples that must be collected per location so that the exact numbers of samples are known prior to the start of fieldwork.

Water levels will be measured and recorded at the time each well is sampled, to 0.01 foot accuracy. In addition, in order to collect groundwater flow direction data, the contractor shall also select one day (in consultation with the TOCOR) to measure and record water level data during a single 24 hour period.

A routine laboratory turnaround time should be requested. The contractor should forward the analytical data package to the TOCOR as soon as it is received. The contractor will perform a completeness check on the analytical data package which includes the following:

- Data package includes all the samples submitted for analysis;
- Data package should include all QA/QC results, lab's narrative regarding dilutions, corrective actions and etc.;
- Requested analytical methods were performed;
- Report includes analysis dates, sampling dates, laboratory data qualifiers, qualifier definitions, result units, reporting limits, and detection limits.

Any obvious data quality problems shall be noted in the report under Task 5 (full data validation is not required).

The contractor shall compile analytical results in spreadsheet tables. Tables shall include a column of appropriate EPA Regional Screening Levels. Concentrations that exceed appropriate screening levels shall be highlighted in the tables. Analytical tables shall be submitted electronically within 14 days of receiving the analytical reports from the laboratory.

In addition:

- The contractor shall collect QA/QC samples.

- The contractor shall prepare all sample containers with appropriate preservatives and provide for shipment (following all chain of custody procedures);
- The contractor will collect and dispose of IDW. No purge water is anticipated for disposal, but tubing and other supplies used during sampling need to be bagged for disposal. The TOCOR will ask a local company about using a nearby dumpster for disposal.
- Bolt cutters will probably be needed to cut off existing padlocks, but keys will be tried first. Twenty new padlocks and well plugs will be needed.
- Monitoring well depths range from approximately 20 to 300 feet deep (10 wells are shallow, 7 wells are deep, and 3 are intermediate depths).

Site Preparation: The contractor shall clear brush/weeds around monitoring wells to the extent that adequate access is obtained for groundwater sampling. Not all wells will require brush clearing. The contractor shall ensure that safety measures and personal protective equipment are used, and that personnel are properly instructed on how to operate any mechanical devices (chainsaws, etc.).

COMPLEXITY LEVEL: Moderately complex

PERFORMANCE STANDARD: The contractor must provide the field sampling and analysis services according to the schedule provided, and must be conducted according to standard government and industry practices for sampling and analysis following the field and laboratory specifications and criteria contained in the UFP-QAPP. Analytical data must meet the quality criteria specified in the UFP-QAPP.

ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 3 will be successful completion of sampling and useable data. Deliverables should be of sufficient quality to properly describe the groundwater sampling event.

Task 4: Collection and Analysis of Surface Water Samples

The contractor shall collect and analyze surface water samples. The contractor shall provide all equipment, supplies, and field personnel necessary to carry out sampling and shipping to an appropriate laboratory. Samples shall be collected from approximately the middle of stream channels. (A beaker mounted on a pole will probably be necessary to reach the middle of stream channels). Samples shall be analyzed for RCRA metals (methods 6010C, and mercury 7470A); and perchlorate (method 6860).

For purposes of costing, the contractor shall plan on sampling 5 surface water locations for RCRA metals and perchlorate. An estimated total number of surface water samples is 9 for perchlorate, and 9 for RCRA metals, including quality control samples. The UFP-QAPP shall specify quality control samples that must be collected per location so that the exact numbers of samples are known prior to the start of fieldwork.

As part of the combined QA Project Plan and Project Workplan, the contractor shall specify the exact samples that must be collected per location so that the exact numbers of samples, duplicates, blanks, etc. are known prior to the start of fieldwork.

A routine laboratory turnaround time should be requested. The contractor should forward the analytical data package to the TOCOR as soon as it is received. The contractor will perform a completeness check on the analytical data package which includes the following:

- Data package includes all the samples submitted for analysis;
- Data package should include all QA/QC results, lab's narrative regarding dilutions, corrective actions and etc.;
- Requested analytical methods were performed;
- Report includes analysis dates, sampling dates, laboratory data qualifiers, qualifier definitions, result units, reporting limits, and detection limits.

Any obvious data quality problems shall be noted in the report under Task 5 (full data validation is not required).

The contractor shall compile analytical results in spreadsheet tables. Tables shall include a column of appropriate EPA Regional Screening Levels. Concentrations that exceed appropriate screening levels shall be highlighted in the tables. Analytical tables shall be submitted electronically within 14 days of receiving the analytical reports from the laboratory.

In addition:

- The contractor shall collect QA/QC samples.
- The contractor shall prepare all sample containers with appropriate preservatives and provide for shipment (following all chain of custody procedures);
- The contractor will collect and dispose of IDW. The TOCOR will ask a local company about using a nearby dumpster for disposal.

COMPLEXITY LEVEL: Moderately complex

PERFORMANCE STANDARD: The contractor must provide the field sampling and analysis services according to the schedule provided, and must be conducted according to standard government and industry practices for sampling and analysis following the field and laboratory specifications and criteria contained in the UFP-QAPP. Analytical data must meet the quality criteria specified in the UFP-QAPP.

ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 4 will be successful completion of sampling and useable data. Deliverables should be of sufficient quality to properly describe the surface water sampling event.

Task 5: Report

The contractor shall prepare a report and submit a draft version to the TOCOR within 60 calendar days after completion of field activities. The TOCOR will review the draft report and will either approve the draft as is or provide comments. The final report shall be submitted to the TOCOR in electronic format within 14 calendar days of receipt of the TOCOR's approval, or of comments on the draft.

The report should contain the following, at a minimum:

- The contractor shall provide summarized groundwater and surface water analytical results.
- Short description of the objectives and methodology of the sampling event.
- Discussion about any obvious data quality problems, problems encountered during sampling, and any deviations from the UFP-QAPP.
- Personnel participating in the field events and regulatory agency staff onsite during field events.
- Groundwater gauging data during sampling including depth to water and total depth measurements.
- Groundwater gauging data during a single 24 hour period.
- A table which includes information about each sample (sample id, sample location, sample date/time, analyses).
- Tables (for each monitor well sampled) of groundwater parameters and other information monitored, including: approximate depth to pump intake, time, depth to water, flow rate, pH, temperature, specific conductance, oxidation-reduction potential, dissolved oxygen, and turbidity, etc.
- Chain-of-custody documentation.
- Field notes.
- Photographic log of the sampling event.
- Raw lab data shall be provided electronically, and can be either separate from the report, or included as an appendix.

COMPLEXITY LEVEL: Less Complex

PERFORMANCE STANDARD: Report must be well organized, clear, and contain a first-hand account of detailed field activities (a professionally written report).

ACCEPTABLE LEVEL OF QUALITY: The source of measurements for Task 5 is conventions for standard written English (spelling, punctuation, usage, etc.) and technical writing. The report must conform to standard conventions and be professionally written.

X. Performance Measures and Quality Assurance

The contractor shall be adequately prepared before going into the field including but not limited to: appropriate field staff with required training and knowledge, appropriate field equipment, and familiarity with site conditions and requirements of the QAPP. The contractor shall use detailed logbooks and photographs to support observations and activities in the field.

The contractor shall coordinate and integrate all activity needed to provide the required support (e.g., problem identification/resolution strategy, responses to inquiries, and/or technical, service, administrative issues, etc.) in a timely, complete and effective manner. The contractor shall use quality assurance monitoring tools to ensure technical support and deliverables meet contract and task order requirements.

Deliverables should be of sufficient quality to document the type and location of all samples taken in the field. Deliverables or technical support shall demonstrate that relevant information and documentation was considered when developing field sampling reports. Deliverables shall include the rationale behind any findings, conclusions or recommendations.

Deliverables shall meet the schedule and cost presented in the task order. Written deliverables shall reflect a good command of the English language, be well-organized, and free of grammatical errors, misspellings and incomplete sentences. As required, written deliverables shall also have high-quality professional graphics. Preparation and printing of materials shall be in accordance with GPO guidelines.

The contractor shall utilize staff with the appropriate level of education and work experience to meet the task order requirements. Specialized and/or expert staff must meet the minimum requirements as identified in the individual task orders. Contractor staff shall demonstrate a high level of professionalism.

XI. Technical Direction

The TOCOR is authorized to provide technical direction, which clarifies the PWS. Technical direction must be within the scope of the contract and the TO. Technical direction is instruction to the contractor that approves approaches, solutions, designs, or refinements; fills in details; completes the general description of work or documentation items; shifts emphasis among work areas or tasks; or provides similar guidance. It includes evaluation of contractor performance and comments on deliverables.

The TOCOR shall issue technical direction in writing or confirm in writing within five (5) calendar days after verbal issuance. The TOCOR shall forward copies of the technical direction to the Contracting Officer (CO) and RTOCOR.

The CO is the only person authorized to make changes to the TO or contract. Any changes to the TO scope, period of performance or deliverable due dates must be approved by the CO in writing. Note: Clarifications by the TOCOR which incur additional costs must be approved by the CO.

XII. Schedule of Deliverables

The duplication of more than 5,000 copies of a single page or 25,000 or more total impressions is considered "printing" and, therefore, prohibited. For more information on restrictions relating to deliverables, the Contractor is referred to the EPA Publication Management Guide (EPA-175-K-92-011).

SUMMARY OF DELIVERABLES AND DUE DATES

Performance Work Statement
Follow-up Groundwater and Surface Water Sampling and Analysis at the
former Shumaker Naval Ammunition Depot, East Camden, Arkansas

EPA Region 6, Dallas, 1445 Ross Ave, Suite 1200. Dallas, TX, 75202

DELIVERABLES	TASK NO.	NO. OF COPIES*	DUE DATE*
UFP-QAPP and HSP	Task 2	Draft QAPP and HSP (electronic) Final QAPP and HSP (electronic)	Submit draft combined plan, and draft health and safety plan, 21 days from beginning field activities. Submit final combined plan, and Health and Safety plan, 7 days prior to beginning field activities. Scoping meeting will be scheduled.
Groundwater sampling	Task 3	N/A	- Field activities will be scheduled. - Analytical data: when received from lab - Tables: 14 days after receiving lab reports
Surface Water Sampling	Task 4	N/A	-Field activities will be scheduled. - Analytical data: when received from lab - Tables: 14 days after receiving lab reports
Trip report	Task 5	Draft – electronic Final – electronic	Submit draft report within 60 days after completion of field activities. Submit final report within 14 days of receiving TOCOR's approval/comments on draft report.

*Notes:
Electronic copies should be in **pdf format**.
All days are calendar days unless otherwise specified.
All reports to be double sided and spiral or otherwise bound.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE	PAGE OF PAGES
	1 2

2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. *(If applicable)*
001	See Block 16C		

6. ISSUED BY	CODE	7. ADMINISTERED BY *(If other than Item 6)*	CODE
SRRPOD	SRRPOD		

SRRPOD
US Environmental Protection Agency
Ariel Rios Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

8. NAME AND ADDRESS OF CONTRACTOR *(No., street, county, State and ZIP Code)*

TOEROEK ASSOCIATES, INC.
Attn: DONNA TOEROEK
300 UNION BLVD.
SUITE 520
7208984101
LAKEWOOD CO 802281552

CODE 825211824 FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-12-032 6621

10B. DATED *(SEE ITEM 13)* 04/30/2015

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended , by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted ; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted , such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA *(If required)* Net Decrease: -$8,126.09
See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	
	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: *(Specify authority)* THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES *(such as changes in paying office, appropriation date, etc.)* SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: Mutual Agreement of the Parties; FAR Part 42
	D. OTHER *(Specify type of modification and authority)*

E. IMPORTANT: Contractor ☐ is not. ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION *(Organized by UCF section headings, including solicitation/contract subject matter where feasible.)*

DUNS Number: 825211824
Task Order 6621 Groundwater and Surface Water Sampling and Analysis at the former Shumaker Naval Ammunition Depot, East Camden, Arkansas
TOCOR: Flora Green

The purpose of this modification is to close out the Task Order in the amount of $56,323.34. Funding in the amount of $8,126.09 is being deobligated and the CLIN has been adjusted based on the final invoiced totals previously paid. The Task Order period of performance has ended and this modification will administratively close out the Task Order.

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER *(Type or print)*		16A. NAME AND TITLE OF CONTRACTING OFFICER *(Type or print)*	
		Derek Davis	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		ELECTRONIC SIGNATURE *(Signature of Contracting Officer)*	08/01/2016

NAME OF OFFEROR OR CONTRACTOR
TOEROEK ASSOCIATES, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	LIST OF CHANGES: Total Amount for this Modification: -$8,126.09 New Total Amount for this Award: $56,323.34 Obligated Amount for this Modification: -$8,126.09 New Total Obligated Amount for this Award: $56,323.34 CHANGES FOR LINE ITEM NUMBER: 1 Total Amount changed from $64,449.43 to $56,323.34 Obligated Amount for this modification: -$8,126.09 CHANGES FOR ACCOUNTING CODE: 15-16-B-06J-303D99-2505-1506JCR005-001 Amount changed from $39,449.43 to $31,323.34 Percent changed from 61.2099 to 0 Period of Performance: 04/30/2015 to 09/12/2015				

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF PAGES 3

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER: 06/05/2015

2. CONTRACT NO. *(If any)*: EP-W-12-032

3. ORDER NO.: 6623

4. REQUISITION/REFERENCE NO.: See Schedule

5. ISSUING OFFICE *(Address correspondence to)*:
SRRPOD
US Environmental Protection Agency
Ariel Rios Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

6. SHIP TO:

a. NAME OF CONSIGNEE: Region 6

b. STREET ADDRESS: US Environmental Protection Agency
1445 Ross Avenue
Suite 1200

c. CITY: Dallas

d. STATE: TX

e. ZIP CODE: 75202-2733

7. TO: DONNA TOEROEK

a. NAME OF CONTRACTOR: TOEROEK ASSOCIATES, INC.

b. COMPANY NAME:

c. STREET ADDRESS: 300 UNION BLVD.
SUITE 520
7208984101

d. CITY: LAKEWOOD

e. STATE: CO

f. ZIP CODE: 802281552

f. SHIP VIA:

8. TYPE OF ORDER

☐ a. PURCHASE
REFERENCE YOUR:

Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.

☒ b. DELIVERY

Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

9. ACCOUNTING AND APPROPRIATION DATA: See Schedule

10. REQUISITIONING OFFICE:

11. BUSINESS CLASSIFICATION *(Check appropriate box(es))*

☐ a. SMALL ☐ b. OTHER THAN SMALL ☒ c. DISADVANTAGED ☒ d. WOMEN-OWNED ☐ e. HUBZone

☐ f. SERVICE-DISABLED VETERAN-OWNED ☐ g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM ☐ h. EDWOSB

12. F.O.B. POINT: Destination

13. PLACE OF
a. INSPECTION
b. ACCEPTANCE

14. GOVERNMENT B/L NO.:

15. DELIVER TO F.O.B. POINT ON OR BEFORE *(Date)*: 09/12/2015

16. DISCOUNT TERMS:

17. SCHEDULE ***(See reverse for Rejections)***

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 825211824 Groundwater Sampling Event at Kennedy Sawmills/Benton Creosote, Benton, LA This time-and-materials Task Order is hereby initiated approving the contractor's Continued ...					

18. SHIPPING POINT:

19. GROSS SHIPPING WEIGHT:

20. INVOICE NO.:

17(h) TOTAL *(Cont. pages)*: $27,879.98

21. MAIL INVOICE TO:

a. NAME: RTP Finance Center

SEE BILLING INSTRUCTIONS ON REVERSE

b. STREET ADDRESS (or P.O. Box): US Environmental Protection Agency
RTP-Finance Center
Mail Drop D143-02
109 TW Alexander Drive

c. CITY: Durham

d. STATE: NC

e. ZIP CODE: 27711

17(i) GRAND TOTAL: $27,879.98

22. UNITED STATES OF AMERICA BY *(Signature)*: 06/05/2015 ELECTRONIC SIGNATURE

23. NAME *(Typed)*: Margie Weathers
TITLE: CONTRACTING/ORDERING OFFICER

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 347 (Rev. 2/2012)
Prescribed by GSA/FAR 48 CFR 53.213(f)

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
06/05/2015	EP-W-12-032	6623

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	proposal dated April 28, 2015 in the amount of $27,879.98. Funding in the amount of $27,879.98,is provided which the contractor is not authorized to exceed. This Task Order is fully funded. All other terms and conditions of the contract remain unchanged and in full force and effect. TOCOR: Cameron Balch Max Expire Date: 09/12/2017 Admin Office: SRRPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3805R Washington DC 20460 Period of Performance: 06/05/2015 to 09/12/2015					
0006	Funds for Sampling Event at Kennedy Sawmills, Benton Creosote, Benton, LA Requisition No: PR-R6-15-00131 Accounting Info: 15-16-B-06J-303D99-2505-1506JCR003-001 BFY: 15 EFY: 16 Fund: B Budget Org: 06J Program (PRC): 303D99 Budget (BOC): 2505 DCN - Line ID: 1506JCR003-001 Funding Flag: Complete Funded: $21,000.00				21,000.00	
0007	Funds for Sampling Event at Kennedy Sawmills, Benton Creosote, Benton, LA Requisition No: PR-R6-15-00176 Accounting Info: 15-16-B-06J-303D99-2505-1506JOR005-001 BFY: 15 EFY: 16 Fund: B Budget Org: 06J Program (PRC): 303D99 Budget (BOC): 2505 DCN - Line ID: 1506JOR005-001 Funding Flag: Complete Funded: $6,879.98 The obligated amount of award: $27,879.98. Continued ...				6,879.98	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $27,879.98

ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
06/05/2015	EP-W-12-032	6623

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	The total for this award is shown in box 17(i).					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $0.00

==========

CONTRACT NUMBER: EP - W07 - 07__
CONTRACT NAME: REPA 5
CONTRACTOR NAME: _____
REGION 6 TASK ORDER NUMBER: 6623

March 31, 2015

I. **Title** **Kennedy Sawmills formerly dba Benton Creosote Groundwater Sampling Benton, LA**

II. **Contract Officer Representatives**

EPA Regional Project Officer

FLORA GREENE
M/S 6PD-M
greene.flora@epa.gov
Work: (214) 665-8428

EPA Task Order Contract Officer Representative (TOCOR)
Cameron Balch
M/S 6PD-C
balch.cameron@epa.gov
Work: (214) 665-7553

EPA Co-Task Order Contract Officer Representative (Co-TOCOR)
Nancy Fagan
M/S 6PD-O
fagan.nancy@epa.gov
Work: (214) 665-8385

III. **Authorization**

This Performance Work Statement (PWS) is in accordance with Task 2, Field Oversight, Inspection, Sampling and Analysis, Subparagraph 2.2 Field Sampling, of the REPA 5 Zone III Contract SOW.

IV. **Period of Performance**

The period of performance for this Task Order (TO) is from the date of Contracting Officer issuance through September 12, 2015.

V. Background

In April 2003, soil, sediment, groundwater, and surface water sampling was conducted at the Benton Creosoting Works (BCW) site. A total of twelve groundwater, five sediment, 26 soil, and one surface water samples were collected at the BCW site and analyzed for semi-volatile organic compounds (SVOCs). The SVOC results detected in each media were compared against the applicable LDEQ Risk Evaluation /Corrective Action Program (RECAP) screening standards. The results of the screening indicated that SVOCs were detected in soil at AOC 3, SWMU 9, SWMU 10 exceeding the RECAP screening criteria for an industrial use scenario.

The Louisiana Department of Environmental Quality (LDEQ) requested assistance from the US EPA RCRA Multimedia Planning and Permitting Division of Region 6 for the BCW site in Benton, Louisiana in early 2008. This facility was reported to have an expired post closure permit, and the site owner/operator claimed no available funds to maintain post closure monitoring of one RCRA-regulated unit. Representatives from LDEQ and EPA conducted a visual site inspection on April 18, 2008 and discussed cleanup activities with the site owner, Mr. John Kennedy. A catastrophic tank failure had occurred on June 30, 2007 releasing creosote-process wastewater to the secondary containment concrete dike and overflowing to surrounding soils and ditches. The LDEQ and EPA began working on a Consent Administrative Order to bring the site into compliance, and in August 2008, Mr. Kennedy passed away leaving the site to his widow, Mrs. Betty Kennedy, an officer of the corporation. Funds left in the financial assurance trust are preserved for final site cleanup. This is one of the Region 6 near-bankrupt underfunded GPRA sites.

In May 2012, EPA contracted the removal of sludge material and wastewater from storage tanks on site through the Army Corps of Engineers.

In August 2012, soil and groundwater sampling were conducted. A total of six (6) soil borings and seven (7) monitoring wells were sampled and analyzed for SVOCs.

VI. Objective/Purpose

The purpose of this Performance Work Statement is to support EPA Region 6 in meeting its goals and program objectives and obtain contractor support in having groundwater sampled and the plume at the facility better defined. The groundwater sampling will provide EPA and TCEQ with additional groundwater analytical data to determine whether groundwater contaminant concentrations exceed risk based assessment levels and display signs of natural attenuation.

VII. Assumptions and Constraints

- There will be a minimum of 1 conference call prior to field work. Calls at the conclusion of the field work will be on a need basis for discussion of reports, analytical results, etc;
- A right of entry will be prepared prior to beginning field work;

- Investigation derived waste (IDW) will be stored at the adBenton Creosote site until disposal;
- Disposable sampling equipment (bailers, tubing, etc.) will be disposed of as municipal waste;
- EPA Houston Lab will be used for groundwater sample analysis on this project. The contractor should follow the appropriate requirements when using the EPA lab including using lab sample tags, using Scribe for documentation, shipping samples overnight, and observing lab closure on weekends;
- Field work is anticipated to begin in May or June; all work including disposal of IDW, reports, etc will be complete by September 12, 2015.

VIII. Scope

Task 1: Project Management

The contractor shall prepare and solicit bids from sub-contractors and vendors, identify and make arrangements for project staff as required, and perform other general project management duties under this task. This task is *not* intended to include tasks that would be associated with the general cost of doing business.

COMPLEXITY LEVEL: Moderately Complex
PERFORMANCE STANDARD: The contractor must identify and utilize personnel, subcontractors, and vendors with the requisite training, ability, and knowledge to perform the other tasks within this task order.
ACCEPTABLE LEVEL OF QUALITY: The measurement for Task 1 will be acceptable performance of staff, subcontractors and vendors during the sampling and documentation of the project.

Task 2: Preparation of Combined Quality Assurance Project Plan (QAPP) and Field Sampling and Analysis Plan and Health and Safety Plan

The contractor shall prepare a site-specific combined Quality Assurance Project Plan (QAPP) and Field Sampling and Analysis Plan following the Uniform Federal Policy (UFP) for implementing Environmental Quality Systems for Benton Creosote. The UFP-QAPP will address all tasks in this Task Order. The contractor shall prepare the UFP-QAPP to present the overall project description, project organization, responsibilities, and objectives associated with the sampling and analysis to be conducted. The UFP-QAPP shall comply with all quality assurance requirements, and scoping meetings shall be held as part of plan preparation. The contractor shall be prepared to make one revision to the UFP-QAPP as necessary. The UFP-QAPP shall include a clear description of data verification and validation plans and procedures. More information on the UFP-QAPP can be found at http://www2.epa.gov/sites/production/files/documents/part2ufp_wbk_0305.pdf.

The contractor shall also prepare a Health and Safety Plan (HSP) for the site regarding the work to be performed, taking into account the type of samples to be collected and the nature of the working conditions. The HSP shall address all applicable regulatory requirements; discuss personnel responsibilities, protective equipment, health and safety procedures and protocols, decontamination procedures, personnel training, and type and extent of medical surveillance. The HSP shall identify potential problems or hazards (known and unknown) that may be encountered and how these are to be addressed.

The draft UFP-QAPP shall be submitted to the TOCOR electronically at least 14 calendar days prior to beginning field activities. The TOCOR will review the draft UFP-QAPP and either approve the UFP-QAPP as is or provide comments on the draft UFP-QAPP. The final UFP-QAPP with signatures and the HSP shall be submitted to the TOCOR in electronic format prior to beginning field activities.

COMPLEXITY LEVEL: Moderately Complex
PERFORMANCE STANDARD: The contractor shall develop a UFP-QAPP to meet the goals and objectives of this Task Order. The plan must be developed using data quality objectives, the systematic planning process, and related processes presented in Agency quality assurance guidance and policy. The UFP-QAPP must undergo reviews and approval by EPA. The plan must contain all information detailed in the UFP-QAPP manual under the four basic element groups: Project Management Objectives, Measurement/Data Acquisition, Assessment/Oversight, and Data Review. The graded approach may be used to address elements as specified in the UFP-QAPP manual. (The graded approach is the process of establishing the project requirements and level of effort according to the intended use of the results and the degree of confidence needed in the quality of results). The worksheets specified in the UFP-QAPP manual, Table 2, must be provided with the required information. The UFP-QAPP must be complete, technically accurate, and meet the requirements of the UFP-QAPP manual.
ACCEPTABLE LEVEL OF QUALITY: The measures of quality for Task 2 are EPA quality assurance policy, procedures, and specifications for quality assurance project plans. The acceptable level of quality for the UFP-QAPP is consistency with EPA quality assurance policy, procedures, and specifications.

Task 3: Groundwater Sampling

- The contractor shall gauge the depth to water and total depth of the seven (7) monitor wells (MW-5, MW-7, MW-8, MW-10, MW-11, MW-12 and MW-13) to an accuracy of one one-hundredth of a foot (0.01 ft);
- The contractor shall sample groundwater from the seven (7) monitor wells using low-flow purging/sampling methods;
- The groundwater samples shall be analyzed for SVOCs (method 8270D)
- The contractor shall provide drums so that any purge water or decontamination water can be containerized until analyses can determine the proper disposal of these materials

- The contractor will be responsible for moving the drums to the staging area, characterization of the IDW, and disposal of the waste.

COMPLEXITY LEVEL: Moderately Complex
PERFORMANCE STANDARD: The contractor must provide the field sampling and analysis services according to the schedule provided and must be conducted according to standard government and industry practices for sampling and analysis following the field and laboratory specifications and criteria contained in the UFP-QAPP. Analytical data must meet the quality criteria specified in the UFP-QAPP and meet project quality objectives as determined by data review.
ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 3 will be analytical data review.

Task 4: Analytical Data Results

EPA Houston Lab's routine turnaround time is 35 days. The TOCOR will request that Houston Lab submit (electronically) the analytical reports to both the contractor and the TOCOR. A summary of all the samples to be collected is provided in Exhibit B.

The contractor will provide results in a tabulated form, including comparisons to Louisiana Department of Environmental Quality (LDEQ) Risk Evaluation Corrective Action Program (RECAP) screening option (SO) industrial soil screening standards (SOIL_SSi). The contractor shall compile analytical results in spreadsheet tables. Tables shall include a column of appropriate RECAP screening values. Concentrations that exceed appropriate RECAP values shall be highlighted in the tables. Analytical tables shall be submitted electronically within 14 days of receiving the analytical reports from Houston Lab.

COMPLEXITY LEVEL: Moderately complex
PERFORMANCE STANDARD: Analytical data must meet the quality criteria specified in the UFP-QAPP and must meet project quality objectives. EPA Houston Lab shall perform the necessary QA/QC requirements according to EPA Method and Standard Method. The EPA will perform the analytical data review.
ACCEPTABLE LEVEL OF QUALITY: The measurement source for Task 5 will be data completeness (100%). The acceptable level of quality for Task 5 is 100% usable data.

Task 5: Trip Report

The contractor shall prepare a trip report and submit a draft version to the TOCOR within 30 calendar days of completion of field activities. The TOCOR will review the

draft trip report and will either approve the report as is or provide comments on the draft report. The final trip report shall be submitted to the TOCOR in electronic format within 14 calendar days of receipt of the TOCOR's approval of or comments on the draft report.

The trip report should contain at a minimum the following:

- Short description of the objectives and methodology of the sampling event;
- Discussion about any problems encountered during the field events and deviations from the sampling and analysis plan (UFP-QAPP);
- Personnel participating in the field events and regulatory agency staff onsite during field events;
- A table of groundwater gauging data including depth to water and total depth measurements from the monitor wells;
- A table which includes information about each sample (sample id, sample location, sample date/time, analyses);
- Tables (for each monitor well sampled) of groundwater parameters and other information monitored during low-flow purging including: approximate depth to pump intake, time, depth to water, flow rate, pH, temperature, specific conductance, oxidation-reduction potential, dissolved oxygen, and turbidity;
- Tables of analytical results (as described under Task 4)
- Information on investigation derived waste (approximate volume of waste and number of drums, staging area, disposal plans/information);
- Chain-of-custody documentation;
- Field notes;
- Photographic log of the sampling event.

COMPLEXITY LEVEL: Less Complex
PERFORMANCE STANDARD: Report must be well organized, clear, and contain a first-hand account of detailed field activities (a professionally written report).
ACCEPTABLE LEVEL OF QUALITY: The source of measurements for Task 5 is conventions for standard written English (spelling, punctuation, usage, etc.) and technical writing. The report must conform to standard conventions and be professionally written.

IX. Performance Measures and Quality Assurance

The contractor shall be adequately prepared before going into the field including but not limited to: appropriate field staff with required training and knowledge, appropriate field equipment, and familiarity with site conditions and requirements of the QAPP. The contractor shall use detailed logbooks and photographs to support observations and activities in the field.

The contractor shall coordinate and integrate all activity needed to provide the required support (e.g., problem identification/resolution strategy, responses to inquiries, and/or technical, service, administrative issues, etc.) in a timely, complete and effective manner. The contractor

shall use quality assurance monitoring tools to ensure technical support and deliverables meet contract and task order requirements.

Deliverables should be of sufficient quality to document the type and location of all samples taken in the field. Deliverables or technical support shall demonstrate that relevant information and documentation was considered when developing field sampling reports. Deliverables shall include the rationale behind any findings, conclusions or recommendations.

Deliverables shall meet the schedule and cost presented in the task order. Written deliverables shall reflect a good command of the English language, be well-organized, and free of grammatical errors, misspellings and incomplete sentences. As required, written deliverables shall also have high-quality professional graphics. Preparation and printing of materials shall be in accordance with GPO guidelines.

The contractor shall utilize staff with the appropriate level of education and work experience to meet the task order requirements. Specialized and/or expert staff must meet the minimum requirements as identified in the individual task orders. Contractor staff shall demonstrate a high level of professionalism.

X. Technical Direction

The TOCOR is authorized to provide technical direction, which clarifies the PWS. Technical direction must be within the scope of the contract and the TO. Technical direction is instruction to the contractor that approves approaches, solutions, designs, or refinements; fills in details; completes the general description of work or documentation items; shifts emphasis among work areas or tasks; or provides similar guidance. It includes evaluation of contractor performance and comments on deliverables.

The TOCOR shall issue technical direction in writing or confirm in writing within five (5) calendar days after verbal issuance. The TOCOR shall forward copies of the technical direction to the Contracting Officer (CO) and RTOCOR.

The CO is the only person authorized to make changes to the TO or contract. Any changes to the TO scope, period of performance or deliverable due dates must be approved by the CO in writing.

XI. Schedule of Deliverables

The duplication of more than 5,000 copies of a single page or 25,000 or more total impressions is considered "printing" and, therefore, prohibited. For more information on restrictions relating to deliverables, the Contractor is referred to the EPA Publication Management Guide (EPA-175-K-92-011).

SUMMARY OF DELIVERABLES AND DUE DATES

DELIVERABLES	TASK NO.	NO. OF COPIES*	DUE DATE*
UFP-QAPP and HSP	Task 2	Draft QAPP – electronic Final QAPP and HSP – electronic	Submit draft UFP-QAPP 14 days prior to beginning field activities. Submit final UFP-QAPP and HSP prior to beginning field activities.
Groundwater sampling	Task 3	N/A	Field activities will be scheduled.
Analytical data results	Task 4	Compiled Analytical Tables – electronic	Submit tables of compiled analytical results within 14 days of receipt of analytical reports from EPA Houston Lab.
Waste Disposal	Task 3	N/A	All wastes shall be disposed of within 60 days of the conclusion of field work
Trip report	Task 5	Draft – electronic Final – electronic	Submit draft Trip Report within 30 days of completion of field activities. Submit final Trip Report within 14 days of receiving TOCOR's approval/comments on draft Trip Report.

*Notes:
Electronic copies should be in **pdf format**.
All days are calendar days unless otherwise specified.
All reports to be double sided and spiral or otherwise bound.

Exhibit A
Summary of Samples to be Collected

Sample Description	Number of Samples	Analyses
Monitor Well Samples (MW-5, MW-7, MW-8, MW-10, MW-11, MW-12 and MW-13)	7	Semivolatile Organic Compounds (SW-846 Method 8270D)
Field Duplicate	1	SVOCs
Equipment Blank	1	SVOCs
MS/MSD	1	SVOCs
Field Blank	1	SVOCs

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE	PAGE OF PAGES
	1 2

2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. *(If applicable)*
001	See Block 16C		

6. ISSUED BY CODE SRRPOD

SRRPOD
US Environmental Protection Agency
Ariel Rios Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

7. ADMINISTERED BY *(If other than Item 6)* CODE

8. NAME AND ADDRESS OF CONTRACTOR *(No., street, county, State and ZIP Code)*

TOEROEK ASSOCIATES, INC.
Attn: DONNA TOEROEK
300 UNION BLVD.
SUITE 520
7208984101
LAKEWOOD CO 802281552

CODE 825211824 FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-12-032 6623

10B. DATED *(SEE ITEM 13)* 06/05/2015

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA *(If required)*
See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	
	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: *(Specify authority)* THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES *(such as changes in paying office, appropriation date, etc.)* SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER *(Specify type of modification and authority)*

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION *(Organized by UCF section headings, including solicitation/contract subject matter where feasible.)*

DUNS Number: 825211824
Groundwater Sampling Event at Kennedy Sawmills/Benton Creosote, Benton, LA

The purpose of this modification is to identify FLORA GREENE (214 665-8428) and ANHMAI PHAM (214 665-8438) as the Invoice Approving Officials for Task Order 6623.
This mod also changes the TOCOR to Nancy Fagan, phone number 214 665-7107.

All other terms and conditions remain unchanged and in full force and effect.
TOCOR: NFAGAN Max Expire Date: 09/12/2017

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER *(Type or print)*		16A. NAME AND TITLE OF CONTRACTING OFFICER *(Type or print)*	
		Margie Weathers	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		ELECTRONIC SIGNATURE *(Signature of Contracting Officer)*	08/20/2015

NAME OF OFFEROR OR CONTRACTOR
TOEROEK ASSOCIATES, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	LIST OF CHANGES: Reason for Modification : Other Administrative Action Total Amount for this Modification: $0.00 New Total Amount for this Version: $0.00 New Total Amount for this Award: $27,879.98 TOCOR (Task Order Contracting Officer's Representative) changed to : NFAGAN Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711 Period of Performance: 06/05/2015 to 09/12/2015				